

2-4-8-40

# EXECUTIVE ORDERS STATE OF MARYLAND



1991



321564

**EXECUTIVE ORDERS  
STATE  
OF  
MARYLAND**



**1991**

The Department of Legislative Reference,  
General Assembly of Maryland  
prepared this document.

For additional copies or further information  
contact:

Library and Information Services Division  
Department of Legislative Reference  
90 State Circle  
Annapolis, Maryland 21401

Baltimore area (410-841-3810) Washington area (301-858-3810)  
Other areas (1-800-492-7122)  
TDD (410-841-3814) (301-858-3814)

## Table of Contents

### Executive Orders 1991

	Page
Listing by Number .....	v
Previous Executive Orders Affected .....	vii
Executive Orders .....	1
Index .....	79



## Listing By Number

<u>Number</u>	<u>Date</u>	<u>Subject</u>	<u>Page</u>
01.01.1991.01	1/8/91	40 Hour Work Week	1
01.01.1991.02	1/10/91	State of Maryland Emergency Management Policy	1
01.01.1991.03	1/18/91	Governor's Task Force on Family Law	4
01.01.1991.04	1/31/91	Governor's Subcabinet for Energy	6
01.01.1991.05	2/1/91	Judicial Nominating Commissions	8
01.01.1991.06	2/14/91	Implementation of the Regulatory Review and Evaluation Act	17
01.01.1991.07	2/22/91	Commutation – Virginia Jula Johnson	24
01.01.1991.08	2/22/91	Commutation – Arlene Ellis	25
01.01.1991.09	2/22/91	Commutation – Mytokia Friend	26
01.01.1991.10	2/22/91	Commutation – Joyce Mae Steiner	27
01.01.1991.11	2/22/91	Commutation – Bernadette Barnes	28
01.01.1991.12	2/22/91	Commutation – Juanita Irene Stinson	30
01.01.1991.13	2/22/91	Commutation – Patricia Ann Washington	31
01.01.1991.14	2/22/91	Commutation – Eleanor E. Crabtree	32
01.01.1991.15	2/27/91	40 Hour Work Week	33
01.01.1991.16	4/1/91	State of Maryland Substance Abuse Policy	34
01.01.1991.17	6/6/91	Convening the General Assembly of Maryland in Extraordinary Session at Annapolis, Maryland on Wednesday, June 26, 1991	39
01.01.1991.18	6/24/91	Office of Administrative Hearings	40
01.01.1991.19	6/24/91	40 Hour Work Week	44
01.01.1991.20	6/25/91	Conservation of Paper by Units of State Government	45
01.01.1991.21	6/26/91	Governor's Council on HIV Prevention and Treatment	46
01.01.1991.22	6/26/91	Council on Cancer Control	48
01.01.1991.23	7/15/91	Commutation – Marie Elizabeth Lake	51
01.01.1991.24	7/19/91	Maryland Greenways Commission	52
01.01.1991.25	8/2/91	Commission to Revise the Administrative Procedure Act	55
01.01.1991.26	8/19/91	Governor's Prescription Drug Commission	57

<u>Number</u>	<u>Date</u>	<u>Subject</u>	<u>Page</u>
01.01.1991.27	8/26/91	The Governor's Drug and Alcohol Abuse Commission	60
01.01.1991.28	9/5/91	Maryland Greenways Commission	64
01.01.1991.29	9/12/91	Governor's Commission on Efficiency and Economy in Government	68
01.01.1991.30	9/20/91	Convening the General Assembly of Maryland in Extraordinary Session at Annapolis, Maryland on Wednesday, September 25, 1991	70
01.01.1991.31	10/2/91	The Governor's Drug and Alcohol Abuse Commission	71
01.01.1991.32	10/15/91	Young Fathers Program, Transfer of Functions from the Department of Human Resources to the Department of Economic and Employment Development	75



## Previous Executive Orders Affected

### Previous Orders

01.01.1986.01  
01.01.1987.18  
01.01.1988.06  
01.01.1989.04  
01.01.1989.05  
01.01.1989.21  
01.01.1990.07  
01.01.1990.11  
01.01.1990.12  
01.01.1991.01  
01.01.1991.15  
01.01.1991.24  
01.01.1991.27

### 1991 Orders

01.01.1991.06 p. 17  
01.01.1991.21 p. 46  
01.01.1991.05 p. 8  
01.01.1991.27 p. 60  
01.01.1991.16 p. 34  
01.01.1991.18 p. 40  
01.01.1991.27 p. 60  
01.01.1991.26 p. 57  
01.01.1991.27 p. 60  
01.01.1991.15 p. 33  
01.01.1991.19 p. 44  
01.01.1991.28 p. 64  
01.01.1991.31 p. 71

100

101

102

103

104

105

106

107

108

109

110

111

112

113

114

115

116

117

118

119

120

121

122

123

124

125

126

127

128

129

130

131

132

133

134

135

136

137

138

139

140

141

142

143

144

145

146

147

148

149

150

151

152

153

154

155

156

157

158

159

160

161

162

163

164

165

166

167

168

169

170

171

172

173

174

175

176

177

178

179

180

181

182

183

184

185

186

187

188

189

190

191

192

193

194

195

196

197

198

199

200

WILLIAM DONALD SCHAEFER, Governor

**EXECUTIVE ORDER OF JANUARY 8, 1991**

01.01.1991.01

40 Hour Work Week

WHEREAS, Approximately two-thirds of all State employees work a 35.5 hour work week, and only one-third a 40 hour work week; and

WHEREAS, Establishing a normal 40 hour work week for State government will increase the productivity of the workforce; and

WHEREAS, The State is now faced with difficult choices due to substantial fiscal shortfalls; and

WHEREAS, Establishing a normal 40 hour work week for all employees will affect a substantial reduction in overtime costs to the State; and

WHEREAS, It is in the interest of State employees that as an alternative to terminating positions, the State adopt methods of improving and increasing productivity; and

WHEREAS, The federal government and most private and public sector employers have established a normal 40 hour work week;

NOW, THEREFORE, I, WILLIAM DONALD SCHAEFER, GOVERNOR OF THE STATE OF MARYLAND, BY VIRTUE OF THE AUTHORITY VESTED IN ME BY THE CONSTITUTION AND LAWS OF MARYLAND, HEREBY PROCLAIM THE FOLLOWING ORDER:

- A. The normal work week for State employees shall be 40 hours effective February 6, 1991.
- B. The Secretary of Personnel and the appointing authorities shall take all actions necessary or desirable to implement this directive.

---

**EXECUTIVE ORDER OF JANUARY 10, 1991**

01.01.1991.02

State of Maryland Emergency Management Policy

WHEREAS, Emergency preparedness, response, and recovery planning and operations are a vital function of State government; and

WHEREAS, Emergency management functions can be accomplished most effectively by those units of State and local government whose normal functions relate to the emergency services needed; and

WHEREAS, The emergency service operations of the various State government organizations must be coordinated and managed by a specified unit; and

## EXECUTIVE ORDERS

WHEREAS, The Maryland Emergency Management Agency is designed for that purpose;

NOW, THEREFORE, I, WILLIAM DONALD SCHAEFER, GOVERNOR OF THE STATE OF MARYLAND, BY VIRTUE OF THE AUTHORITY VESTED IN ME BY THE CONSTITUTION AND LAWS OF MARYLAND, AS WELL AS APPLICABLE FEDERAL LAW, HEREBY PROCLAIM THE FOLLOWING EXECUTIVE ORDER:

- A. The Maryland Emergency Management Agency (MEMA) is the agency of State government with primary responsibility and authority for:
  - (1) The planning and execution of disaster and emergency preparedness, response, and recovery;
  - (2) The coordination of disaster and emergency response between State agencies and political subdivisions;
  - (3) The coordination and liaison with related agencies of the federal government and other states;
  - (4) The coordination with private agencies involved in emergency services;
  - (5) The coordination of all recovery operations subsequent to disasters and emergencies; and
  - (6) The coordination of hazard mitigation planning activities.
- B. Emergency Operations Plan.
  - (1) MEMA shall coordinate the preparation of an Emergency Operations Plan (EOP) for the disaster and emergency response of the State of Maryland.
  - (2) The EOP shall.
    - (a) Be submitted to and subject to the approval of the Governor;
    - (b) Be integrated with the disaster and emergency response plans of the federal government, and to the fullest extent possible, those of other states; and
    - (c) Identify the specific requirements and responsibilities of the various State agencies in the event of disasters and emergency situations in this State.
  - (3) MEMA also shall coordinate the preparation of plans and programs for disaster and emergency response by the various jurisdictions of the State.
- C. Operational Responsibilities.

WILLIAM DONALD SCHAEFER, Governor

- (1) Except as provided in subparagraph (2), the Adjutant General, through the MEMA Director, is responsible for the operations of MEMA. The Adjutant General shall ensure that MEMA is organized and managed in a manner that ensures the protection and safety of Maryland's citizens.
- (2) The Governor may, from time to time, require the MEMA Director to report directly to him. In such instances, the MEMA Director shall advise the Adjutant General of all actions taken or contemplated.
- (3) If an emergency requires the services of more than two State agencies, each affected State agency shall:
  - (a) Report the emergency to the MEMA Director; and
  - (b) Assess its resources for assisting with the emergency.

D. Rapid Response Team.

- (1) The MEMA Director may create, as needed, a Rapid Response Team capable of assisting local jurisdictions to respond to an emergency. The Rapid Response Team shall be prepared to deploy for on-site evaluation of emergencies and to provide State resources to local jurisdictions, as necessary.
- (2) The Military Department, MEMA, the Maryland Institute for Emergency Medical Services System, the Department of the Environment, the Office of the State Fire Marshal, the Department of Human Resources, the Office of the Attorney General, the Department of Health and Mental Hygiene, the Department of Human Resources, the Department of Natural Resources, the Office of the Secretary of the State, the Maryland State Police, and the Department of Transportation shall each designate:
  - (a) Individuals to serve as its member and its alternate member of the Rapid Response Team; and
  - (b) Individuals to serve as its Emergency Services Coordinator (ESC) and an alternate ESC.

E. Each State Agency shall:

- (1) Be assigned primary or support responsibility by MEMA;
- (2) Be prepared to execute tasks as specified in the State EOP;
- (3) Assign a primary or alternate ESC to the EOC when notified by MEMA;
- (4) Authorize its ESC or alternate to act on behalf of the agency in matters relating to the emergency; and
- (5) Maintain procedures necessary to assure contact between the ESC and the State agency during the emergency;

## EXECUTIVE ORDERS

- (6) Develop and maintain relevant annexes of the State EOP, as requested by the MEMA Director;
  - (7) Participate in exercises of the State EOP;
  - (8) Conduct and participate in training essential to the implementation of its assigned emergency services;
  - (9) Ensure that its statewide emergency notification data is current;
  - (10) Provide personnel to staff Disaster Application Centers and to assist in the processing of applications for emergency assistance, as necessary; and
  - (11) Each State agency shall review the EOP annually, identify those parts that need updating, and notify the MEMA Director of necessary changes.
- F. All affected State agencies shall cooperate fully in carrying out the provisions of this Executive Order.

---

### EXECUTIVE ORDER OF JANUARY 18, 1991

01.01.1991.03

#### Governor's Task Force on Family Law

WHEREAS, Family law is a sensitive and increasingly important area of the law, particularly with respect to the impact of divorce on the children of our state; and

WHEREAS, Today, one-half of all marriages are expected to end in divorce; and

WHEREAS, The costs and fees incident to divorce create an economic hardship for many Maryland citizens; and

WHEREAS, A body of research exists which documents the magnitude of the social and economic consequences of divorce; and

WHEREAS, Progress needs to be made in addressing the inequities and the disparities that result from the current system of family law; and

WHEREAS, It is essential to reexamine the current system of family law and its economic and social effects on families; NOW, THEREFORE, I, WILLIAM DONALD SCHAEFER, GOVERNOR OF THE STATE OF MARYLAND, BY VIRTUE OF THE AUTHORITY VESTED IN ME BY THE CONSTITUTION AND LAWS OF MARYLAND, HEREBY PROCLAIM THE FOLLOWING ORDER:

- A. There is a Governor's Task Force on Family Law.
- B. Membership and Procedures of the Governor's Task Force on Family Law.

WILLIAM DONALD SCHAEFER, Governor

- (1) The Task Force shall consist of 11 members appointed by the Governor. Of the members appointed, the Task Force shall include:
    - (a) 2 members of the Executive Branch;
    - (b) 1 member of the Senate nominated by the President of the Senate;
    - (c) 1 member of the House of Delegates nominated by the Speaker of the House;
    - (d) 2 members of the judiciary nominated by the Chief Judge of the Court of Appeals; and
    - (e) 5 members of the general public to be appointed at large.
  - (2) The Governor shall appoint the Chairperson from the members of the Task Force.
  - (3) The Governor may remove any member of the Task Force for any cause adversely affecting the member's ability or willingness to perform his or her duties.
  - (4) In the event of a vacancy on the Task Force, the Governor shall appoint a successor.
  - (5) A majority of the Task Force shall constitute a quorum for the transaction of any business. The Task Force may adopt such other procedures necessary to ensure the orderly transaction of business.
  - (6) The Chairperson may appoint subcommittees as necessary to study specific issues of the Task Force.
  - (7) The members of the Task Force may not receive compensation for their services. The members may be reimbursed for their reasonable expenses incurred in the performance of their duties, in accordance with the standard travel regulations as provided in the State budget.
  - (8) Each of the three branches of State government shall provide staff support to the Task Force.
- C. Scope of the Task Force. The Task Force shall conduct a study of the strengths and weaknesses of the current system of family law, including the laws concerning marriage, the dissolution of marriage, the rights and obligations attendant upon or accruing from each, and the procedures for resolving and adjudicating domestic disputes. In carrying out this charge, the Task Force shall examine:
- (1) The economic effects of divorce on the parties and their children, including their respective standards of living post divorce;
  - (2) The frequency and amount of the award of alimony and the consistency of payment and adequacy of enforcement;

## EXECUTIVE ORDERS

- (3) The effectiveness and sufficiency of child support awards and the consistency of payment and adequacy of enforcement;
  - (4) The economic effect of the marital property statute and other family law statutes and case law on divorcing families;
  - (5) The personal, economic, and social effect of the current court system and supporting and supplementary services on divorcing families; and
  - (6) Other factors affecting divorce.
- D. The Task Force shall provide a final report containing its findings and recommendations to the Governor no later than December 1, 1991.

---

### EXECUTIVE ORDER OF JANUARY 31, 1991

01.01.1991.04

#### Governor's Subcabinet for Energy

WHEREAS, Prudent energy conservation practice improves the economy and helps the State and nation remain strong and self sufficient; and

WHEREAS, Sound energy management contributes to the improved quality of life for all citizens of Maryland; and

WHEREAS, Wise energy management contributes to the life of the Chesapeake Bay by reducing dangerous emissions into our streams and waterways and preserving the quality of our air and water; and

WHEREAS, The cost of State government can be lowered by reducing our use of energy; and

WHEREAS, Maryland must remain a national leader in energy conservation; and

WHEREAS, The most effective and responsible way to sound energy management requires a comprehensive coordinated interagency approach;

NOW, THEREFORE, I, WILLIAM DONALD SCHAEFER, GOVERNOR OF THE STATE OF MARYLAND, BY VIRTUE OF THE AUTHORITY VESTED IN ME BY THE CONSTITUTION AND LAWS OF MARYLAND, HEREBY PROCLAIM THE FOLLOWING EXECUTIVE ORDER, EFFECTIVE IMMEDIATELY:

A. There is a Governor's Subcabinet for Energy Management.

(1) The Subcabinet shall consist of:

- (a) The Secretary of the Department of Budget and Fiscal Planning;
- (b) The Secretary of the Department of the Environment;
- (c) The Secretary of the Department of General Services;



WILLIAM DONALD SCHAEFER, Governor

- (d) The Secretary of the Department of Natural Resources;
  - (e) The Secretary of the Department of Transportation;
  - (f) The Chairman of the Public Service Commission; and
  - (g) The Director of the Maryland Environmental Services.
- (2) The subcabinet shall consult with the secretaries of the Departments of Human Resources and Economic and Employment Development, the Director of the Office of State Planning, and the heads of other appropriate State agencies, as needed.
  - (3) The Governor's Coordinator of State Energy and Recycling Programs shall chair the subcabinet and shall be responsible for the oversight, direction, and accountability of the work of the subcabinet.
  - (4) The Maryland Energy Office shall provide the primary staff support necessary for the completion of the subcabinet duties. The Governor's Coordinator of State Energy and Recycling Programs may call upon any of the subcabinet members to provide assistance as needed.
  - (5) The subcabinet shall meet not less than four times each calendar year.
  - (6) The chairperson may establish subcommittees as needed to carry out the work of the subcabinet.

B. Duties.

- (1) The Subcabinet shall have the responsibility to ensure that all appropriate State agencies work together in a cooperative, coordinated manner in planning, budgeting, implementing, overseeing, and evaluating State energy management and recycling programs.
- (2) The Subcabinet's priorities shall include:
  - (a) Examining the current policies and practices of energy management and recycling activities within Maryland State government to facilitate the development of a comprehensive and sound State energy policy;
  - (b) Developing a system for collecting and maintaining accurate information on State agency energy use and savings;
  - (c) Promoting and facilitating the prudent and efficient use of energy and the practice of recycling among State agencies, private businesses, local governments, and the citizens of the State of Maryland;

## EXECUTIVE ORDERS

- (d) Developing innovative funding arrangements, including the sharing and pooling of financial resources to ensure comprehensiveness, flexibility, and the efficient use of existing resources necessary to make Maryland a national model for energy management; and
- (e) Carrying out other duties as assigned by the Governor.

---

### EXECUTIVE ORDER OF FEBRUARY 1, 1991

01.01.1991.05

#### Judicial Nominating Commissions

(Amends 01.01.1988.06)

WHEREAS, By Executive Order 01.01.1974.23, the Governor of the State of Maryland created the Judicial Nominating Commission System for the purpose of recommending to the Governor names of persons for appointment to the appellate and trials courts of Maryland, and providing for the composition and general functions and procedures of the Judicial Nominating Commissions; and

WHEREAS, The Executive Order has been revised six times and has provided a system which is both effective and of material assistance in assuring the appointment of qualified persons in the Judiciary of Maryland; and

WHEREAS, The interests of the people and the State of Maryland will be best served by the continued existence and application of the Judicial Nominating Commission System;

NOW, THEREFORE, I, WILLIAM DONALD SCHAEFER, GOVERNOR OF THE STATE OF MARYLAND, BY VIRTUE OF THE AUTHORITY VESTED IN ME BY THE CONSTITUTION AND LAWS OF MARYLAND, HEREBY AMEND EXECUTIVE ORDER 01.01.1988.06, AND PROCLAIM THE FOLLOWING EXECUTIVE ORDER:

#### A. Definitions.

- (1) In this Executive Order the following words have the means indicated.
- (2) "Appellate Court" means the Court of Appeals of Maryland and the Court of Special Appeals of Maryland.
- (3) "Trial Court" means the District Court of Maryland and the Circuit Court of a County or Baltimore City.
- (4) "SECRETARIAT" MEANS THE ADMINISTRATIVE OFFICE OF THE COURTS.

#### B. Appellate Judicial Nominating Commission.

WILLIAM DONALD SCHAEFER, Governor

- (1) Creation and Composition. The Appellate Judicial Nominating Commission is created as part of the Executive Department. It consists of [13] 15 persons chosen as follows:
  - (a) [One person, who shall be the] A Chairman[, shall be] appointed by the Governor. The Chairman may but need not be a lawyer, and shall be selected from the State at large. The Chairman may not hold an office of profit or trust under the Constitution or laws of this State or an office in a political party or be a full-time employee of the State.
  - (b) [One person shall be appointed by the Governor from each of the six Appellate Judicial Circuits, and shall be a resident and registered voter in the circuit from which appointed. These persons may not be lawyers, hold offices of profit or trust under the Constitution or laws of this State or offices in any political party, or be full-time employees of the State. To the fullest extent possible, the composition of the members appointed by the Governor shall fairly and appropriately reflect the minority and female composition of the circuit from which appointed.] SEVEN MEMBERS APPOINTED BY THE GOVERNOR AND WHO SHALL BE CHOSEN AS FOLLOWS:
    - (I) ONE EACH SHALL BE SELECTED FROM THE SIX APPELLATE JUDICIAL CIRCUITS. EACH PERSON SHALL BE A RESIDENT AND QUALIFIED VOTER IN THE CIRCUIT FROM WHICH APPOINTED.
    - (II) ONE SHALL BE A RESIDENT AND QUALIFIED VOTER SELECTED FROM THE STATE AT LARGE.
    - (III) MEMBERS APPOINTED BY THE GOVERNOR MAY NOT BE LAWYERS, HOLD OFFICES OF PROFIT OR TRUST UNDER THE CONSTITUTION OR LAWS OF THIS STATE OR OFFICES IN ANY POLITICAL PARTY, OR BE A FULL-TIME EMPLOYEE OF THE STATE.
    - (IV) TO THE FULLEST EXTENT POSSIBLE, THE COMPOSITION OF THE MEMBERS APPOINTED BY THE GOVERNOR SHALL FAIRLY AND APPROPRIATELY REFLECT THE MINORITY AND FEMALE POPULATION OF THE AREA FROM WHICH APPOINTED.
  - (c) [On person, who shall be a member of the Maryland Bar, shall be elected by the members of the Maryland Bar in each of the six Appellate Judicial Circuits. These persons shall be registered to vote in State elections, shall reside or maintain a principal office for the practice of law in the Appellate Judicial Circuit from which elected, and may not hold offices of profit or trust under the

## EXECUTIVE ORDERS

Constitution or laws of this State or offices in any political party. They shall be elected by members of the Maryland Bar who are registered to vote in State elections and who either reside or maintain their principal offices for the practice of law in the appropriate Appellate Judicial Circuit. The elections in each circuit shall be conducted by the Administrative Office of the Courts pursuant to Rules promulgated by the Court of Appeals.] SEVEN MEMBERS OF THE MARYLAND BAR WHO SHALL BE ELECTED AS FOLLOWS:

- (I) ONE EACH SHALL BE ELECTED BY THE MEMBERS OF THE MARYLAND BAR IN EACH OF THE SIX APPELLATE JUDICIAL CIRCUITS. EACH PERSON SHALL BE A QUALIFIED VOTER OF THE STATE, AND SHALL RESIDE OR MAINTAIN A PRINCIPAL OFFICE FOR THE PRACTICE OF LAW IN THE APPELLATE JUDICIAL CIRCUIT FROM WHICH ELECTED. THESE PERSONS SHALL BE ELECTED BY MEMBERS OF THE MARYLAND BAR WHO ARE QUALIFIED VOTERS OF THE STATE, AND WHO EITHER RESIDE OR MAINTAIN THEIR PRINCIPAL OFFICES FOR THE PRACTICE OF LAW IN THE APPROPRIATE APPELLATE JUDICIAL CIRCUIT.
- (II) ONE SHALL BE ELECTED BY MEMBERS OF THE MARYLAND BAR IN THE STATE AT LARGE, WHO SHALL BE A RESIDENT AND QUALIFIED VOTER OF THE STATE, AND WHO SHALL BE ELECTED BY MEMBERS OF THE MARYLAND BAR WHO ARE QUALIFIED VOTERS AND WHO RESIDE AND MAINTAIN THEIR PRINCIPAL OFFICES FOR THE PRACTICE OF LAW IN THE STATE.
- (III) MEMBERS ELECTED BY THE MARYLAND BAR MAY NOT HOLD OFFICES OF PROFIT OR TRUST UNDER THE CONSTITUTION OR LAWS OF THE STATE, OR OFFICES IN ANY POLITICAL PARTY. FAIR AND APPROPRIATE CONSIDERATION SHOULD BE GIVEN TO MINORITY AND FEMALE PARTICIPATION IN THE ELECTION PROCESS.
- (IV) THE ELECTIONS IN EACH CIRCUIT AND IN THE STATE AT LARGE SHALL BE CONDUCTED BY THE SECRETARIAT PURSUANT TO RULES PROMULGATED BY THE COURT OF APPEALS OF MARYLAND.

[(d) The Administrative Office of the Courts is the secretariat for the commissions.]

WILLIAM DONALD SCHAEFER, Governor

- [(e)](D) The Commission, by vote of a majority of its full authorized membership, shall select from among the members a vice chairman. The Vice Chairman may perform any duty of the Chairman, during his absence, unavailability, or inability to act.
- (2) Terms. The terms of the members of the Commission extend to the date of qualification of the Governor elected at each quadrennial election, and until their successors are duly chosen. However, if the Commission meets not less than twice in any [calendar year] TWELVE MONTH PERIOD and a Commission member who is not disqualified from participating fails to attend at least 50 percent of the Commission meetings held in that [year] PERIOD, the term of the member is terminated automatically at the end of the [calendar year] PERIOD and another member [promptly] shall be PROMPTLY selected.
- (3) Vacancies. If a vacancy occurs on the Commission by reason of the death, resignation, removal, or disqualification of a member appointed by the Governor, [the member's] A successor shall be appointed by the Governor, in accordance with Section [B(1)] B(1) (A) OR (B). If the vacancy occurs by reason of the death, resignation, removal, or disqualification of a member elected by the members of the MARYLAND Bar, [the member's] A successor shall be selected pursuant to rules promulgated by the Court of Appeals OF MARYLAND.
- (4) Ineligibility for Judicial Appointment. The Governor [shall] MAY not appoint a member of the Commission to a vacancy that occurs on an Appellate Court during the term for which the member was chosen.
- (5) Number of [Recommendation] RECOMMENDATIONS. The Commission shall submit to the Governor a list of not less than five or more than seven nominees for each vacancy on an Appellate Court.
- C. Trial Courts Judicial Nominating Commissions.
- (1) Creation.
- (a) The Trial Court Judicial Nominating Commissions are created as part of the Executive Department. For the purposes of operation and administration of the Commissions, the State shall be divided into Commission Districts as follows:
- (i) Commission District 1 – Dorchester, Somerset, Wicomico, and Worcester Counties;
- (ii) Commission District 2 – Caroline, Cecil, Kent, Queen Anne's, and Talbot Counties;
- (iii) Commission District 3 – Baltimore County;

## EXECUTIVE ORDERS

- (iv) Commission District 4 – Harford County;
- (v) Commission District 5 – Allegany and Garrett Counties;
- (vi) Commission District 6 – Washington County;
- (vii) Commission District 7 – Anne Arundel County;
- (viii) Commission District 8 – Carroll County;
- (ix) Commission District 9 – Howard County;
- (x) Commission District 10 – Frederick County;
- (xi) Commission District 11 – Montgomery County;
- (xii) Commission District 12 – Calvert[, Charles,] and St. Mary's Counties;
- (xiii) Commission District 13 – Prince George's County; [and]
- (xiv) Commission District 14 – Baltimore City; AND
- (XV) COMMISSION DISTRICT 15 – CHARLES COUNTY.

- (b) After July 1, 1988, if any county in a multi-county Commission District achieves a population of 100,000 or more as of July 1 of each quadrennial election year, based on the figures reported periodically by the Maryland Department of Health and Mental Hygiene, Division of [Vital] HEALTH Statistics [and Population Analysis], that county shall be entitled to be a separate Commission District and to have a separate Commission without further action by law or otherwise.
- (2) Composition. Each Commission shall consist of 13 persons chosen as follows:
- (a) [One person, who shall be the] A Chairman[, shall be] appointed by the Governor. The Chairman may but [not] need NOT be a lawyer, but shall be a resident and [registered] QUALIFIED voter of the Commission District FROM WHICH APPOINTED. The Chairman may not hold an office of profit or trust under the Constitution or laws of this State or an office in a political party or be a full-time employee of the State.
  - (b) Six [persons shall be] MEMBERS appointed by the Governor from among the residents and [registered] QUALIFIED voters of the Commission District. These persons may not be lawyers, hold office of profit or trust under the Constitution or laws of this State or offices in any political party, or be full-time employees of the State. If the Commission District contains more than one county, at least one person shall be appointed from each county in the

Commission District, and THE PERSON shall be a resident and [registered] QUALIFIED voter of such county. To the fullest extent possible, the composition of the members appointed by the Governor shall fairly and appropriately reflect the minority and female [composition] POPULATION of the Commission District.

- (c) Six [persons shall be] members of the Maryland Bar who are [registered to vote] QUALIFIED VOTERS in THE State [elections] and who maintain their principal offices for the practice of law in the Commission District. These persons may not hold offices of profit or trust under the Constitution or laws of this State or offices in any political party. They shall be elected by the members of the Maryland Bar who are [registered to vote] QUALIFIED VOTERS in THE State [elections] and who maintain their principal offices for the practice of law in the Commission District. In each multi-county Commission District, there shall be at least one member who maintains a principal office for the practice of law in each county for which there [is] MAY EXIST a nominee. FAIR AND APPROPRIATE CONSIDERATION SHOULD BE GIVEN TO MINORITY AND FEMALE PARTICIPATION IN THE ELECTION PROCESS. The election shall be conducted by the [Administrative Office of the Courts] SECRETARIAT pursuant to rules promulgated by the Court of Appeals OF MARYLAND.
- (3) Terms. The terms of the members of the Commission extend to the date of qualification of the Governor elected at each quadrennial election, and until their successors are duly chosen. However, if the Commission meets not less than twice in any [calendar year] TWELVE MONTH PERIOD and a Commission member who is not disqualified from participation fails to attend at least 50 percent of the Commission meetings held in that [year] PERIOD, the term of the member is terminated automatically at the end of the [calendar year] PERIOD, and another member [promptly] shall PROMPTLY be selected.
- (4) Vacancies. If a vacancy occurs on a Commission by reason of the creation of a new Commission district or by reason of the death, resignation, removal, or disqualification of a member appointed by the Governor, [the member's] A successor shall be appointed by the Governor in accordance with Section C(2). If the vacancy occurs by reason of the creation of a new Commission District or by reason of the death, resignation, removal, or disqualification of a member elected by the members of the MARYLAND Bar, [the member's] A successor shall be selected pursuant to rules promulgated by the Court of Appeals OF MARYLAND.

## EXECUTIVE ORDERS

- (5) Ineligibility for Judicial Appointment. The Governor [shall] MAY not appoint a member of these Commissions to a vacancy that occurs on a Trial Court during the term for which [they were] THE MEMBER WAS chosen.
- (6) Number of recommendations. [The] A Commission shall submit to the Governor a list of not more than seven names [of] FOR each judicial vacancy on a Trial Court within its Commission District. The Commission shall submit a minimum number of names so that the number of nominees for each vacancy, including any eligible nominee on a list previously submitted as provided by Section G(2), is not less than the number [provided] SPECIFIED in the following table:

Number of Lawyers Contributing to Client's Security Trust Fund in the County	Minimum Number of Nominees Per Vacancy
(a) More than 750	5
(b) 201 - 750	4
(c) 31 - 200	3
(d) 30 or less	2

### D. Recommending Less than Minimum Number.

- (1) A Commission may recommend [fewer] LESS than the minimum number of nominees required by Section B(5) and C(6) under the following conditions:
- (a) If multiple vacancies exist for which recommendations must be made, a Commission may submit a list containing the required minimum number of nominees for one vacancy plus two additional names for each vacancy in excess of one; or
- (b) If it concludes that there [are] IS less than the [minimum] required MINIMUM number of persons willing to accept appointment who are legally and fully professionally qualified. However, a Commission shall obtain the prior approval of the Governor in order to recommend [less] FEWER than four names under Section B(5) or [less] FEWER than three names under [Section C(6)(a) or (b), or less than two names under Section C(6)(c) or (d)] SECTION C(6)(A) OR (B) OR FEWER THAN 2 NAMES UNDER (C)(6)(C).



WILLIAM DONALD SCHAEFER, Governor

- (2) If any person recommended for appointment is unwilling to accept appointment, or is disqualified, or is otherwise unavailable for appointment, a Commission may, upon request of the Governor, submit an additional nominee if needed to increase the list to the prescribed minimum number of names.
- (3) If the position to be filled is then held by an incumbent judge who is eligible for and desires reappointment, the Commission, with the prior approval of the Governor, may submit a list [with less] CONTAINING LESS than the prescribed minimum number of names.

E. Commission Procedures.

- (1) Each Commission shall operate under procedures specified in rules adopted by the Chief Judge of the Court of Appeals OF MARYLAND consistent with this Executive Order.
- (2) Upon notification by the secretariat that a vacancy exists or is about to occur in a judicial office for which a Commission is to make nominations, the Commission shall seek and review applications of proposed nominees for the [Judicial Office] JUDICIAL OFFICE. Application shall be made on the form prescribed by the [Administrative Office of the Courts] SECRETARIAT. The Commission shall notify the Maryland State Bar Association, Inc. and other appropriate bar associations of the vacancy, and shall request recommendations from them. The [Commission] COMMISSION may also seek recommendations from interested citizens and from among its own members.
- (3) [(a)]The Commission shall evaluate each proposed nominee. In the course of its evaluation, [a] THE Commission may seek information beyond that contained in the personal data questionnaire submitted [to it] by a CANDIDATE. [It] THE COMMISSION may obtain pertinent information from knowledgeable persons known to Commission members, the Attorney Grievance Commission, judges, personal references given by the candidate, criminal justice agencies, or other sources. A criminal justice agency, including the central Repository, may release criminal history record information, including conviction and non-conviction data, to a commission[, on the request of the commission] UPON REQUEST OF ITS chairman, for the purpose of evaluating a candidate.
- [(b)](4) [Not less] NO FEWER than 10 [ Commission] members shall be present at a voting session OF A TRIAL COURT JUDICIAL NOMINATING COMMISSION. NO FEWER THAN 11 MEMBERS SHALL BE PRESENT AT A VOTING SESSION OF THE APPELLATE JUDICIAL NOMINATING COMMISSION.

## EXECUTIVE ORDERS

- [(c)](5) The Commission shall select and nominate to the Governor [the names of] persons [it finds] FOUND BY THE COMMISSION to be legally and most fully professionally qualified TO FILL A VACANCY. No person's name may be submitted unless the person has been found legally and most fully professionally qualified by a vote of a majority of the members present at a voting session, AS taken by secret ballot, and unless the person has been interviewed by the Commission [or a panel thereof]. The secret ballots shall be sealed and delivered to the [Administrative Office of the Courts] [Secretariat] and may be opened only by demand of the Governor or by court order.
- [(4)](6) The Commission shall report IN WRITING to the Governor[, in writing,] the names of the persons [it nominates as] FOUND BY THE COMMISSION TO BE legally and most fully professionally qualified to fill a vacancy. The names of persons shall be listed in alphabetical order. The report shall be submitted within 70 days [after] FOLLOWING notification by the [Commission's] secretariat that a vacancy exists or is about to occur. The Commission shall release its report to the public concurrently with submission of [the] ITS report to the Governor.
- [(5)](7) Each Commission shall, THROUGH THE SECRETARIAT, distribute informational and educational materials concerning judicial vacancies and the functions of the Commission, in order to inform the public of the [Judicial] JUDICIAL selection process of the State.
- F. Confidentiality. The name of an individual who submits a personal data questionnaire to a Commission may not be made public by the Commission until after the [deadline] CLOSING DATE for [filing] THE SUBMISSION OF questionnaires. The [Administrative Office of the Courts] SECRETARIAT may submit the names of those individuals to a bar association, on receiving satisfactory assurances that [the] NO committee or [president] OFFICER of the Bar Association will [not] release or permit the release to the public of any ranking of the individuals by, OR THE RESULTS OF ANY BALLOTS RETURNED FROM THE MEMBERS OF, the Bar Association [or results of any ballots returned from members of the Bar Association]. A personal data questionnaire submitted to a Commission is confidential and may not be released by anyone other than the applicant, except that the [Administrative Office of the Courts] SECRETARIAT shall forward to the Governor the personal data questionnaires of those individuals actually nominated to the Governor by a Commission. THE EVALUATION OF CANDIDATES BY A COMMISSION, INCLUDING INTERVIEWS, DELIBERATIONS AND VOTING, IS CONFIDENTIAL AND MAY NOT BE DISCLOSED TO ANYONE.
- G. Appointment.

WILLIAM DONALD SCHAEFER, Governor

- (1) The Governor shall fill a judicial vacancy by selecting a person from the list OF NOMINEES submitted by the appropriate Commission.
  - (2) With respect to any judicial vacancy, the Governor [also] may ALSO fill the most recent judicial vacancy by selecting a person from any list previously submitted by the appropriate Commission for a judicial vacancy on the same court for which the current list is submitted, if the previous list was submitted within [one calendar year] A TWELVE MONTH PERIOD of the occurrence of the most recent vacancy and information on the nominees is updated.
- H. Effective Date. [This Order is effective January 29, 1987 for] FOR purposes of the election and appointment of individuals to serve on the APPELLATE AND Trial [Courts] COURT Judicial Nominating [Commission] COMMISSIONS, this EXECUTIVE Order is effective [on April 1, 1988] IMMEDIATELY.
- I. Applicability. For the purpose of filling judicial vacancies, the amendments made by this Order are applicable to any judicial vacancy which occurs on or after [July 1, 1988. The amendments made by this Order do not affect the current terms of any members of any Commission] January 16, 1991.

---

**EXECUTIVE ORDER OF FEBRUARY 14, 1991**

01.01.1991.06

Implementation of the Regulatory Review and Evaluation Act  
(Amends 01.01.1986.01)

WHEREAS, During the 1985 regular session, the General Assembly enacted the Regulatory Review and Evaluation Act requiring a review of existing State administrative regulations over a 5-year period; and

WHEREAS, The Regulatory Review and Evaluation Act requires the Governor to issue an executive order that establishes a review schedule that is repeated during each 5-year period after that which ended July 1, 1990; and

WHEREAS, Certain provisions of Executive Order 01.01.1986.01 which implemented the Regulatory Review and Evaluation Act are obsolete or otherwise in need of revisions;

NOW, THEREFORE, I, WILLIAM DONALD SCHAEFER, GOVERNOR OF THE STATE OF MARYLAND, BY VIRTUE OF THE AUTHORITY VESTED IN ME BY THE CONSTITUTION AND LAWS OF MARYLAND, HEREBY PROCLAIM THE FOLLOWING EXECUTIVE ORDER:

- [I.] A. Purpose.

## EXECUTIVE ORDERS

- [A.] (1) This executive order implements the Regulatory Review and Evaluation Act (Chapter 727 of the Acts of 1985, State Government Article, Section 10-130 et seq.) and is issued pursuant to State Government Article, Section 10-133, Annotated Code of Maryland.
  - [B.] (2) The Act requires each unit in the Executive Branch of State government that is authorized by law to adopt regulations to review its existing regulations in accordance with criteria set forth in the Act and to submit a report to the Administrative, Executive, and Legislative Review (AELR) Committee of the General Assembly. Attachment A of this order lists the State units covered by the Act.
- [II.] B. Work Plan.
- [A.] (1) The first step in the review process is the development by each unit of a work plan that will describe the regulatory review process to be followed for each set of regulations to be reviewed. The work plan shall be developed and submitted in accordance with State Government Article, Section 10-134.
  - [B.] (2) The work plan shall be submitted to the AELR Committee and the Governor well in advance of the evaluation report due date but no later than [the following:
    - 1. If the evaluation report is due on or before July 1, 1987, the work plan is due at least 3 months before the evaluation report;
    - 2. If the evaluation report is due on October 1, 1987, or January 1, 1988, the work plan is due at least 6 months before the evaluation report; or
    - 3. If the evaluation report is due on or after April 1, 1988, the work plan is due at least 9 months before the evaluation report.
  - [C.] (3) The work plan should be appropriate for the regulations to be reviewed in accordance with the evaluation criteria as discussed in Section IV, below. Adequate resources should be devoted to the review considering the length, complexity, technical aspects, and importance of the regulations. In addition to the contents of the work plan as specified in State Government Article, Section 10-134(b), each unit should describe, as appropriate, its plans to consult advisory groups, licensees, benefit recipients, regulated groups or individuals and the public in preparing its evaluation report.
- [III.] C. Evaluation Schedule.
- [A.] (1) The evaluation reports are due as shown in Attachment A.

WILLIAM DONALD SCHAEFER, Governor

- [B.] If a new title or subtitle not accounted for in Attachment A is promulgated after the issuance of this executive order, the due date of the evaluation report for those regulations shall be assigned by the Division of State Documents, after consultation with AELR Committee. The Division shall publish notice of this date in the Maryland Register.
  - C.] (2) The deadline set forth in Attachment A may be altered by applying, in writing, to the Governor before the due date, citing justification for the alteration and suggesting a date by which the unit will submit the evaluation report. If approved by the Governor, the unit shall publish notice of the new due date in the Maryland Register.
  - [D.] (3) Regulatory review is an on-going process and shall continue for subsequent 5-year periods beginning July 1, [1990] 1995. The schedule in Attachment A will apply, commencing July [1991] 1996, unless the schedule is revised by subsequent executive order. Adjustments to the schedule granted under [paragraph C] SUBSECTION (2), above, do not change the deadlines for subsequent 5-year period.
- [IV.] D. Evaluation Report.
- [A.] (1) The evaluation report shall be developed in accordance with State Government Article, Section 10-135(a).
  - [B.] (2) In addition to the criteria for review under Section 10-132(a), a unit should consider whether its regulations:
    - [1.] (A) Are clear and understandable;
    - [2.] (B) Are consistent with federal regulations and other State regulations;
    - [3.] (C) Are effective in accomplishing the intended purpose of the regulations; or
    - [4.] (D) Should be condensed or consolidated to eliminate duplication and achieve simplicity.
  - [C.] (3) Units are also encouraged to study existing policy statements, guidelines, or standards being applied or enforced by the unit which have not been promulgated as regulations, but which fall under the definition of regulation found at State Government Article, Section 10-101(e), and which should be promulgated as regulations under the Administrative Procedure Act. ADDITIONALLY, UNITS SHOULD DETERMINE WHETHER ALL REGULATIONS REQUIRED BY RECENTLY ENACTED LEGISLATION HAVE BEEN PROMULGATED. The results of this study may appear in the unit's evaluation report.

## EXECUTIVE ORDERS

- [D.] (4) The evaluation report shall contain the items required by State Government Article, Section 10-135(a)(2), and also shall include:
  - [1.] (A) The dates [the set] EACH CHAPTER of regulations reviewed was originally adopted or last amended; and
  - [2.] (B) The following impact statements where appropriate:
    - [a.] (I) Economic Impact as required by State Government Article, Section 10-112(a)(3)(i) in the form specified by the Division of State Documents for publication in the Maryland Register;
    - [b.] (II) Business impact as required by State Government Article, Section 10-124;
    - [c.] (III) Public safety, health, or welfare impact which may be in narrative form and may include a description of the benefits to the health, safety, and welfare of the citizens of the State, as well as the State's environmental quality; and
    - [d.] (IV) Any other impact statements required of individual agencies.
- [E.] (5) In accordance with State Government Article, Section 7-212, a unit proposing in its evaluation report to reorganize its regulations shall submit the reorganization scheme to the Division of State Documents for approval before submission of the evaluation report.
- [F.] (6) In addition to the distribution of the evaluation report require by State Government Article, Section 10-135(b), the unit shall also provide a copy to the Division of State Documents.
- (7) THE EVALUATION REPORT SHALL BE IN A FORMAT SPECIFIED BY THE DIVISION OF STATE DOCUMENTS.
- [V.] E. Disputes.
  - [A.] (1) When an unresolved disagreement between a unit and the AELR Committee is referred to the Governor under State Government Article, Section 10-136, the unit shall submit to the Governor the documentation required by Section 10-136(a).
  - [B.] (2) If the Governor instructs a unit to modify an evaluation report under State Government Article, Section 10-136(a)(2)(ii), the unit shall prepare a revised evaluation report, in accordance with the Governor's instructions, for submission to both the Committee and the Governor. The unit shall publish notice of the revised report in the Maryland Register.

WILLIAM DONALD SCHAEFER, Governor

ATTACHMENT A

Review Schedule

<u>Due Date</u>	<u>COMAR Citation</u> (Title/Subtitle, if applicable)	<u>Unit</u> (Department/agency)
July 1, [1986] 1991	10.08.....	Department of Health and Mental Hygiene – Grants
	23 .....	Board of Public Works
October 1, [1986] 1991	04 .....	Department of General Services
	14.06.....	Public Defender
	14.08.....	Blind Industries and Services
January 1, [1987] 1992	01.03.....	Health Claims Arbitration Office
	14.11.....	Office on Aging
	24 .....	Department of [Employment and Training] ECONOMIC AND EMPLOYMENT DEVELOPMENT
April 1, [1987] 1992	02 .....	[Law Department] ATTORNEY GENERAL
	05 .....	Department of [Economic] HOUSING and Community Development
	10.21–10.23 .....	Department of Health and Mental Hygiene
	14.07.....	Maryland Automobile Insurance Fund
	[16] 14.24.....	[Department] OFFICE of [State] Planning
July 1, [1987] 1992	08.13.....	Department of Natural Resources
	13B.....	[Board for] Higher Education COMMISSION
	13C.....	Board for Community Colleges
	14.02.....	Administrative Board of Election Laws
	14.03.....	Human Relations Commission
October 1, [1987] 1992	01.02.....	Secretary of State
	09.01.....	Department of Licensing and Regulation – Office of the Secretary
	09.12.....	Department of Licensing and Regulation – Labor and Industry
	14.05.....	Veterans Commission
	14.09.....	[Workmen's] WORKERS' Compensation Commission

# EXECUTIVE ORDERS

<u>Due Date</u>	<u>COMAR Citation</u> (Title/Subtitle, if applicable)	<u>Unit</u> (Department/agency)
January 1, [1988] 1993	03.....	Comptroller of the Treasury
	14.10.....	Property Tax Assessment [Appeals]
	14.12.....	APPEAL Boards
	17.....	Tax Court
	18.....	Department of Budget and Fiscal Planning
	25.....	Department of Assessments and Taxation
		State Treasurer
April 1, [1988] 1993	06.....	Department of Personnel
	08.01-08.12.....	Department of Natural Resources
	08.14-end.....	Department of Natural Resources
	11.14.....	Department of Transportation (MVA)
	14.23.....	INJURED WORKERS INSURANCE FUND
	22.....	State Retirement and Pension Systems
July 1, [1988] 1993	09.30.....	Department of Licensing and Regulation - Insurance
	10.01-10.07.....	Department of Health and Mental Hygiene - Licensing, etc.
	13A.....	Board of Education
October 1, [1988] 1993	07.....	Department of Human Resources
	10.09.....	Department of Health and Mental Hygiene - Medical Assistance
	14.16.....	VETERANS' HOME COMMISSION
January 1, [1989] 1994	14.01.....	State Lottery Agency
	14.17.....	UNIVERSITY OF MARYLAND
	14.18.....	STATE ARCHIVES
	20.....	Public Service Commission
April 1, [1989] 1994	09.10.....	Department of Licensing and Regulation - Sports and Recreation
	09.14.....	Department of Licensing and Regulation - Sports and Recreation
	10.24[-10.48.....	Department of Health and Mental Hygiene - Boards and Commissions
	10.52]-end.....	Department of Health and Mental Hygiene - Miscellaneous
	16.....	DEPARTMENT OF JUVENILE SERVICES



WILLIAM DONALD SCHAEFER, Governor

<u>Due Date</u>	<u>COMAR Citation</u> (Title/Subtitle, if applicable)	<u>Unit</u> (Department/agency)
July 1, [1989] 1994	[10.17-10.18 ..... 10.49-10.51..... 14.14 ..... 26 Part 1 .....	Department of Health and Mental Hygiene - Environmental Department of Health and Mental Hygiene - Environmental] Hazardous Waste Facilities Siting Board DEPARTMENT OF THE ENVIRONMENT
October 1, [1989] 1994	11.01-[11.07]11.10. 15.09-15.10..... 21 .....	Department of Transportation Department of Agriculture Procurement Regulations
January 1, [1990] 1995	09.08-09.09..... 09.11 ..... 09.13 ..... [09.16]09.15-09.29.	Department of Licensing and Regulation - Occupational Licensing Department of Licensing and Regulation - Occupational Licensing Department of Licensing and Regulation - Occupational Licensing Department of Licensing and Regulation - Occupational Licensing
April 1, [1990] 1995	[09.03-09.05]09.02-09.07. 10.10-[10.16]10.20. [10.19-10.20 ..... 11.11-11.13..... 11.15-end..... 26 Part 2 .....	Department of Licensing and Regulation - Financial Department of Health and Mental Hygiene - Miscellaneous Department of Health and Mental Hygiene - Miscellaneous] Department of Transportation (MVA) Department of Transportation (MVA) DEPARTMENT OF THE ENVIRONMENT
July 1, [1990] 1995	12..... 14.15,14.19,14.20. 15.01-15.08..... 15.11-end..... 19A.....	Department of Public Safety and Correctional Services Chesapeake Bay Critical Area Commission Department of Agriculture Department of Agriculture Ethics Commission

NEW TITLES AND NEW SUBTITLES UNDER TITLE  
01 OR 14

EXECUTIVE ORDERS

EXECUTIVE ORDER OF FEBRUARY 22, 1991

01.01.1991.07

COMMUTATION

Virginia Julia Johnson

WHEREAS, Virginia Julia Johnson, Grantee, was convicted of Second Degree Murder and was sentenced on June 12, 1987 in the Circuit Court for Wicomico County on Charging Document #87CR0409; and

WHEREAS, Evidence indicates the Grantee was the subject of repeated physical and psychological abuse by the victim, which resulted in the commission of the offense for which she was convicted; and

WHEREAS, Repeated physical and psychological abuse under certain circumstances has been recognized by the scientific and medical community to result in a psychological syndrome known as the "Battered Spouse Syndrome"; and

WHEREAS, Persons under the influence of the Battered Spouse Syndrome, resulting from repeated physical and psychological abuse, commit offenses under extenuating circumstances not always taken into consideration by the courts when imposing sentences; and

WHEREAS, The Maryland Parole Commission has reviewed the case of VIRGINIA JULIA JOHNSON and has concluded that the offense for which she was sentenced was committed under the influence of the Battered Spouse Syndrome; and

WHEREAS, The Maryland Parole Commission has determined that the Grantee will not present a danger to the community if released; and

WHEREAS, The Maryland Parole Commission has determined that justice would best be served by a commutation of the sentence with special conditions; and

WHEREAS, The Secretary of Public Safety and Correctional Services has reviewed the findings and conclusions of the Maryland Parole Commission and agrees with those findings and conclusions; and

WHEREAS, The Maryland Parole Commission and the Secretary of Public Safety and Correctional Services have recommended that the sentence of the Grantee be commuted with special conditions;

NOW, THEREFORE, I, WILLIAM DONALD SCHAEFER, GOVERNOR OF THE STATE OF MARYLAND, BY VIRTUE OF THE AUTHORITY VESTED IN ME BY THE CONSTITUTION AND LAWS OF MARYLAND, HEREBY ORDER THAT THE ORIGINAL SENTENCE TO THE CUSTODY OF THE DIVISION OF CORRECTION FOR SECOND DEGREE MURDER IMPOSED UPON VIRGINIA JULIA JOHNSON, GRANTEE BE COMMUTED AS FOLLOWS:

WILLIAM DONALD SCHAEFER, Governor

- A. Grantee shall be released from the custody of the Division of Correction and shall be supervised by the Division of Parole and Probation, as if otherwise on parole, for the balance of the sentence originally imposed.
- B. The Grantee shall participate in domestic violence counseling as required by the Division of Parole and Probation during the balance of her sentence.
- C. The Grantee shall immediately participate in a three day transition orientation supervised by the Division of Parole and Probation.

---

**EXECUTIVE ORDER OF FEBRUARY 22, 1991**

01.01.1991.08

COMMUTATION

Arlene Ellis

WHEREAS, Arlene Ellis, Grantee, was convicted of Battery and was sentenced on April 16, 1990 in the Circuit Court for Wicomico County on Charging Document #90CR0594; and

WHEREAS, Evidence indicates the Grantee was the subject of repeated physical and psychological abuse by the victim, which resulted in the commission of the offense for which she was convicted; and

WHEREAS, Repeated physical and psychological abuse under certain circumstances has been recognized by the scientific and medical community to result in a psychological syndrome known as the "Battered Spouse Syndrome"; and

WHEREAS, Persons under the influence of the Battered Spouse Syndrome, resulting from repeated physical and psychological abuse, commit offenses under extenuating circumstances not always taken into consideration by the courts when imposing sentences; and

WHEREAS, The Maryland Parole Commission has reviewed the case of ARLENE ELLIS and has concluded that the offense for which she was sentenced was committed under the influence of the Battered Spouse Syndrome; and

WHEREAS, The Maryland Parole Commission has determined that the Grantee will not present a danger to the community if released; and

WHEREAS, The Maryland Parole Commission has determined that justice would best be served by a commutation of the sentence with special conditions; and

WHEREAS, The Secretary of Public Safety and Correctional Services has reviewed the findings and conclusions of the Maryland Parole Commission and agrees with those findings and conclusions; and

WHEREAS, The Maryland Parole Commission and the Secretary of Public Safety and

## EXECUTIVE ORDERS

Correctional Services have recommended that the sentence of the Grantee be commuted with special conditions;

NOW, THEREFORE, I, WILLIAM DONALD SCHAEFER, GOVERNOR OF THE STATE OF MARYLAND, BY VIRTUE OF THE AUTHORITY VESTED IN ME BY THE CONSTITUTION AND LAWS OF MARYLAND, HEREBY ORDER THAT THE ORIGINAL SENTENCE TO THE CUSTODY OF THE DIVISION OF CORRECTION FOR BATTERY IMPOSED UPON ARLENE ELLIS, GRANTEE BE COMMUTED AS FOLLOWS:

- A. Grantee shall be released from the custody of the Division of Correction and shall be supervised by the Division of Parole and Probation, as if otherwise on parole, for the balance of the sentence originally imposed.
- B. The Grantee shall participate in domestic violence counseling as required by the Division of Parole and Probation during the balance of her sentence.
- C. The Grantee shall immediately participate in a three day transition orientation supervised by the Division of Parole and Probation.

### EXECUTIVE ORDER OF FEBRUARY 22, 1991

01.01.1991.09

#### COMMUTATION

Mytokia Friend

WHEREAS, Mytokia Friend, Grantee, was convicted of Second Degree Murder and Handgun Violation and was sentenced on January 5, 1988 in the Circuit Court for Baltimore City on Charging Document #18704026; and

WHEREAS, Evidence indicates the Grantee was the subject of repeated physical and psychological abuse by the victim, which resulted in the commission of the offenses for which she was convicted; and

WHEREAS, Repeated physical and psychological abuse under certain circumstances has been recognized by the scientific and medical community to result in a psychological syndrome known as the "Battered Spouse Syndrome"; and

WHEREAS, Persons under the influence of the Battered Spouse Syndrome, resulting from repeated physical and psychological abuse, commit offenses under extenuating circumstances not always taken into consideration by the courts when imposing sentences; and

WHEREAS, The Maryland Parole Commission, has reviewed the case of MYTOKIA FRIEND and has concluded that the offenses for which she was sentenced were committed under the influence of the Battered Spouse Syndrome; and

WHEREAS, The Maryland Parole Commission has determined that the Grantee will not present a danger to the community if released; and

WILLIAM DONALD SCHAEFER, Governor

WHEREAS, The Maryland Parole Commission has determined that justice would best be served by a commutation of the sentence with special conditions; and

WHEREAS, The Secretary of Public Safety and Correctional Services has reviewed the findings and conclusions of the Maryland Parole Commission and agrees with those findings and conclusions; and

WHEREAS, The Maryland Parole Commission and the Secretary of Public Safety and Correctional Services have recommended that the sentences of the Grantee be commuted with special conditions;

NOW, THEREFORE, I, WILLIAM DONALD SCHAEFER, GOVERNOR OF THE STATE OF MARYLAND, BY VIRTUE OF THE AUTHORITY VESTED IN ME BY THE CONSTITUTION AND LAWS OF MARYLAND, HEREBY ORDER THAT THE ORIGINAL SENTENCES TO THE CUSTODY OF THE DIVISION OF CORRECTION FOR SECOND DEGREE MURDER AND HANDGUN VIOLATION IMPOSED UPON MYTOKIA FRIEND, GRANTEE BE COMMUTED AS FOLLOWS:

- A. Grantee shall be released from the custody of the Division of Correction and shall be supervised by the Division of Parole and Probation, as if otherwise on parole, for the balance of the sentence originally imposed.
- B. The Grantee shall participate in domestic violence counseling as required by the Division of Parole and Probation during the balance of her sentence.
- C. The Grantee shall immediately participate in a three day transition orientation supervised by the Division of Parole and Probation.

---

**EXECUTIVE ORDER OF FEBRUARY 22, 1991**

01.01.1991.10

COMMUTATION

Joyce Mae Steiner

WHEREAS, Joyce Mae Steiner, Grantee, was convicted of Second Degree Murder and Handgun Violation and was sentenced on February 16, 1989 in the Circuit Court for Anne Arundel County on Charging Document #34741; and

WHEREAS, Evidence indicates the Grantee was the subject of repeated physical and psychological abuse by the victim, which resulted in the commission of the offenses for which she was convicted; and

WHEREAS, Repeated physical and psychological abuse under certain circumstances has been recognized by the scientific and medical community to result in a psychological syndrome known as the "Battered Spouse Syndrome"; and

WHEREAS, Persons under the influence of the Battered Spouse Syndrome, resulting from repeated physical and psychological abuse, commit offenses under extenuating

## EXECUTIVE ORDERS

circumstances not always taken into consideration by the courts when imposing sentences; and

WHEREAS, The Maryland Parole-Commission has reviewed the case of JOYCE MAE STEINER and has concluded that the offenses for which she was sentenced were committed under the influence of the Battered Spouse Syndrome; and

WHEREAS, The Maryland Parole Commission has determined that the Grantee will not present a danger to the community if released; and

WHEREAS, The Maryland Parole Commission has determined that justice would best be served by a commutation of the sentence with special conditions; and

WHEREAS, The Secretary of Public Safety and Correctional Services has reviewed the findings and conclusions of the Maryland Parole Commission and agrees with those findings and conclusions; and

WHEREAS, The Maryland Parole Commission and the Secretary of Public Safety and Correctional Services have recommended that the sentences of the Grantee be commuted with special conditions;

NOW, THEREFORE, I, WILLIAM DONALD SCHAEFER, GOVERNOR OF THE STATE OF MARYLAND, BY VIRTUE OF THE AUTHORITY VESTED IN ME BY THE CONSTITUTION AND LAWS OF MARYLAND, HEREBY ORDER THAT THE ORIGINAL SENTENCES TO THE CUSTODY OF THE DIVISION OF CORRECTION FOR SECOND DEGREE MURDER AND HANDGUN VIOLATION IMPOSED UPON JOYCE MAE STEINER, GRANTEE BE COMMUTED AS FOLLOWS:

- A. Grantee shall be released from the custody of the Division of Correction and shall be supervised by the Division of Parole and Probation, as if otherwise on parole, for the balance of the sentence originally imposed
- B. The Grantee shall participate in domestic violence counseling as required by the Division of Parole and Probation during the balance of her sentence.
- C. The Grantee shall immediately participate in a three day transition orientation supervised by the Division of Parole and Probation.

---

### EXECUTIVE ORDER OF FEBRUARY 22, 1991

01 01.1991.11

#### COMMUTATION

Bernadette Barnes

WHEREAS, Bernadette Barnes, Grantee, was convicted of First Degree Murder and Conspiracy to Commit Murder and was sentenced on March 15, 1989 in the Circuit Court for Baltimore City on Charging Documents #18815429 and #18828020; and

WILLIAM DONALD SCHAEFER, Governor

WHEREAS, Evidence indicates the Grantee was the subject of repeated physical and psychological abuse by the victim, which resulted in the commission of the offenses for which she was convicted; and

WHEREAS, Repeated physical and psychological abuse under certain circumstances has been recognized by the scientific and medical community to result in a psychological syndrome known as the "Battered Spouse Syndrome"; and

WHEREAS, Persons under the influence of the Battered Spouse Syndrome, resulting from repeated physical and psychological abuse, commit offenses under extenuating circumstances not always taken into consideration by the courts when imposing sentences; and

WHEREAS, The Maryland Parole Commission has reviewed the case of BERNADETTE BARNES and has concluded that the offenses for which she was sentenced were committed under the influence of the Battered Spouse Syndrome; and

WHEREAS, The Maryland Parole Commission has determined that the Grantee will not present a danger to the community if released; and

WHEREAS, The Maryland Parole Commission has determined that justice would best be served by a commutation of the sentence with special conditions; and

WHEREAS, The Secretary of Public Safety and Correctional Services has reviewed the findings and conclusions of the Maryland Parole Commission and agrees with those findings and conclusions; and

WHEREAS, The Maryland Parole Commission and the Secretary of Public Safety and Correctional Services have recommended that the sentences of the Grantee be commuted with special conditions;

NOW, THEREFORE, I, WILLIAM DONALD SCHAEFER, GOVERNOR OF THE STATE OF MARYLAND, BY VIRTUE OF THE AUTHORITY VESTED IN ME BY THE CONSTITUTION AND LAWS OF MARYLAND, HEREBY ORDER THAT THE ORIGINAL SENTENCES TO THE CUSTODY OF THE DIVISION OF CORRECTION FOR FIRST DEGREE MURDER AND CONSPIRACY TO COMMIT MURDER IMPOSED UPON BERNADETTE BARNES, GRANTEE BE COMMUTED AS FOLLOWS:

- A. Grantee shall be released from the custody of the Division of Correction and shall be supervised by the Division of Parole and Probation, as if otherwise on parole, for the balance of the sentence originally imposed.
- B. The Grantee shall participate in domestic violence counseling as required by the Division of Parole and Probation during the balance of her sentence.
- C. The Grantee shall immediately participate in a three day transition orientation supervised by the Division of Parole and Probation.

EXECUTIVE ORDERS

EXECUTIVE ORDER OF FEBRUARY 22, 1991

01.01.1991.12

COMMUTATION

Juanita Irene Stinson

WHEREAS, Juanita Irene Stinson, Grantee, was convicted of Second Degree Murder and was sentenced on July 23, 1990 in the Circuit Court for Washington County on Charging Document #11010; and

WHEREAS, Evidence indicates the Grantee was the subject of repeated physical and psychological abuse by the victim, which resulted in the commission of the offense for which she was convicted; and

WHEREAS, Repeated physical and psychological abuse under certain circumstances has been recognized by the scientific and medical community to result in a psychological syndrome known as the "Battered Spouse Syndrome"; and

WHEREAS, Persons under the influence of the Battered Spouse Syndrome, resulting from repeated physical and psychological abuse, commit offenses under extenuating circumstances not always taken into consideration by the courts when imposing sentences; and

WHEREAS, The Maryland Parole Commission has reviewed the case of JUANITA IRENE STINSON and has concluded that the offense for which she was sentenced were committed under the influence of the Battered Spouse Syndrome; and

WHEREAS, The Maryland Parole Commission has determined that the Grantee will not present a danger to the community if released; and

WHEREAS, The Maryland Parole Commission has determined that justice would best be served by a commutation of the sentence with special conditions; and

WHEREAS, The Secretary of Public Safety and Correctional Services has reviewed the findings and conclusions of the Maryland Parole Commission and agrees with those findings and conclusions; and

WHEREAS, The Maryland Parole Commission and the Secretary of Public Safety and Correctional Services have recommended that the sentence of the Grantee be commuted with special conditions;

NOW, THEREFORE, I, WILLIAM DONALD SCHAEFER, GOVERNOR OF THE STATE OF MARYLAND, BY VIRTUE OF THE AUTHORITY VESTED IN ME BY THE CONSTITUTION AND LAWS OF MARYLAND, HEREBY ORDER THAT THE ORIGINAL SENTENCE TO THE CUSTODY OF THE DIVISION OF CORRECTION FOR SECOND DEGREE MURDER IMPOSED UPON JUANITA IRENE STINSON, GRANTEE BE COMMUTED AS FOLLOWS:



WILLIAM DONALD SCHAEFER, Governor

- A. Grantee shall be released from the custody of the Division of Correction and shall be supervised by the Division of Parole and Probation, as if otherwise on parole, for the balance of the sentence originally imposed.
- B. The Grantee shall participate in domestic violence counseling as required by the Division of Parole and Probation during the balance of her sentence.
- C. The Grantee shall immediately participate in a three day transition orientation supervised by the Division of Parole and Probation.

---

**EXECUTIVE ORDER OF FEBRUARY 22, 1991**

01.01.1991.13

COMMUTATION

Patricia Ann Washington

WHEREAS, Patricia Ann Washington, Grantee, was convicted of Second Degree Murder and Carrying a Dangerous Weapon with Intent to Injure and was sentenced on October 16, 1989 in the Circuit Court for Prince George's County on Charging Document #CT890193X; and

WHEREAS, Evidence indicates the Grantee was the subject of repeated physical and psychological abuse by the victim, which resulted in the commission of the offenses for which she was convicted; and

WHEREAS, Repeated physical and psychological abuse under certain circumstances has been recognized by the scientific and medical community to result in a psychological syndrome known as the "Battered Spouse Syndrome"; and

WHEREAS, Persons under the influence of the Battered Spouse Syndrome, resulting from repeated physical and psychological abuse, commit offenses under extenuating circumstances not always taken into consideration by the courts when imposing sentences; and

WHEREAS, The Maryland Parole Commission has reviewed the case of PATRICIA ANN WASHINGTON and has concluded that the offenses for which she was sentenced were committed under the influence of the Battered Spouse Syndrome; and

WHEREAS, The Maryland Parole Commission has determined that the Grantee will not present a danger to the community if released; and

WHEREAS, The Maryland Parole Commission has determined that justice would best be served by a commutation of the sentences with special conditions; and

WHEREAS, The Secretary of Public Safety and Correctional Services has reviewed the findings and conclusions of the Maryland Parole Commission and agrees with those findings and conclusions; and

## EXECUTIVE ORDERS.

WHEREAS, The Maryland Parole Commission and the Secretary of Public Safety and Correctional Services have recommended that the sentences of the Grantee be commuted with special conditions;

NOW, THEREFORE, I, WILLIAM DONALD SCHAEFER, GOVERNOR OF THE STATE OF MARYLAND, BY VIRTUE OF THE AUTHORITY VESTED IN ME BY THE CONSTITUTION AND LAWS OF MARYLAND, HEREBY ORDER THAT THE ORIGINAL SENTENCES TO THE CUSTODY OF THE DIVISION OF CORRECTION FOR SECOND DEGREE MURDER AND CARRYING A DANGEROUS WEAPON WITH INTENT TO INJURE IMPOSED UPON PATRICIA ANN WASHINGTON, GRANTEE BE COMMUTED AS FOLLOWS:

- A. Grantee shall be released from the custody of the Division of Correction and shall be supervised by the Division of Parole and Probation, as if otherwise on parole, for the balance of the sentence originally imposed.
- B. The Grantee shall participate in domestic violence counseling as required by the Division of Parole and Probation during the balance of her sentences.
- C. The Grantee shall immediately participate in a three day transition orientation supervised by the Division of Parole and Probation.
- D. The Grantee shall enroll and successfully participate in mental health treatment as required by the Division of Parole and Probation.

---

### EXECUTIVE ORDER OF FEBRUARY 22, 1991

01.01.1991.14

#### COMMUTATION

Eleanor E. Crabtree

WHEREAS, Eleanor E Crabtree, Grantee, was convicted of Manslaughter and Carrying a Dangerous Weapon with Intent to Injure and was sentenced on December 22, 1988 in the Circuit Court for Baltimore City on Charging Document #18806401; and

WHEREAS, Evidence indicates the Grantee was the subject of repeated physical and psychological abuse by the victim, which resulted in the commission of the offenses for which she was convicted; and

WHEREAS, Repeated physical and psychological abuse under certain circumstances has been recognized by the scientific and medical community to result in a psychological syndrome known as the "Battered Spouse Syndrome"; and

WHEREAS, Persons under the influence of the Battered Spouse Syndrome, resulting from repeated physical and psychological abuse, commit offenses under extenuating circumstances not always taken into consideration by the courts when imposing sentences; and

WILLIAM DONALD SCHAEFER, Governor

WHEREAS, The Maryland Parole Commission has reviewed the case of ELEANOR E. CRABTREE and has concluded that the offenses for which she was sentenced were committed under the influence of the Battered Spouse Syndrome; and

WHEREAS, The Maryland Parole Commission has determined that the Grantee will not present a danger to the community if released; and

WHEREAS, The Maryland Parole Commission has determined that justice would best be served by a commutation of the sentences with special conditions; and

WHEREAS, The Secretary of Public Safety and Correctional Services has reviewed the findings and conclusions of the Maryland Parole Commission and agrees with those findings and conclusions; and

WHEREAS, The Maryland Parole Commission and the Secretary of Public Safety and Correctional Services have recommended that the sentences of the Grantee be commuted with special conditions;

NOW, THEREFORE, I, WILLIAM DONALD SCHAEFER, GOVERNOR OF THE STATE OF MARYLAND, BY VIRTUE OF THE AUTHORITY VESTED IN ME BY THE CONSTITUTION AND LAWS OF MARYLAND, HEREBY ORDER THAT THE ORIGINAL SENTENCES TO THE CUSTODY OF THE DIVISION OF CORRECTION FOR MANSLAUGHTER AND CARRYING A DANGEROUS WEAPON WITH INTENT TO INJURE IMPOSED UPON ELEANOR E. CRABTREE, GRANTEE BE COMMUTED AS FOLLOWS:

- A. Grantee shall be released from the custody of the Division of Correction and shall be supervised by the Division of Parole and Probation, as if otherwise on parole, for the balance of the sentence originally imposed.
- B. The Grantee shall participate in domestic violence counseling as required by the Division of Parole and Probation during the balance of her sentences.
- C. The Grantee shall immediately participate in a three day transition orientation supervised by the Division of Parole and Probation.
- D. The Grantee shall enroll and successfully participate in substance abuse treatment as required by the Division of Parole and Probation.

---

**EXECUTIVE ORDER OF FEBRUARY 27, 1991**

01.01.1991.15

40 Hour Work Week  
(Amends 01.01.1991.01)

WHEREAS, Executive Order 01.01.1991.01, issued on January 8, 1991, proclaimed a standardized work week of 40 hours for State employees; and

WHEREAS, The federal government, most private and public sector employees, and one-third of State employees presently work 40 hours a week; and

## EXECUTIVE ORDERS

WHEREAS, A 40 hour work week for State government will achieve cost containment through increased productivity and employee development; and

WHEREAS, During these difficult fiscal times, it is prudent to search for savings for the taxpayers of this State; and

WHEREAS, The transition to a standardized 40 hour work week for State employees could involve changes and adjustments to daily schedules and routines, particularly child care, transportation, employment, and family responsibilities; and

WHEREAS, These considerations in addition to many questions involving the implementation of Executive Order 01.01.1991.01 at the State level, make it prudent to delay the implementation of the 40 hour work week so that, when effective, the transition will not cause hardship or inconvenience;

NOW, THEREFORE, I, WILLIAM DONALD SCHAEFER, GOVERNOR OF THE STATE OF MARYLAND, BY VIRTUE OF THE AUTHORITY VESTED IN ME BY THE CONSTITUTION AND LAWS OF MARYLAND, HEREBY PROCLAIM THE FOLLOWING ORDER AMENDING EXECUTIVE ORDER 01.01.1991.01:

- A. The normal work week for State employees shall be 40 hours effective [February 6, 1991] JULY 1, 1991.
- B. The Secretary of Personnel and the appointing authorities shall take all actions necessary or desirable to implement this directive.

---

### EXECUTIVE ORDER OF APRIL 1, 1991

01.01.1991.16

#### State of Maryland Substance Abuse Policy

WHEREAS, Substance abuse is a serious national crisis which has had a detrimental effect on the lives of many of our citizens, and has exerted a negative impact on the operation of business and government; and

WHEREAS, Surveys indicate that nationally, 65% of the 18-25 year-old adult working population have used illicit drugs; and

WHEREAS, It is estimated that at least 15% of the American workforce works under the influence of drugs or alcohol daily; and

WHEREAS, Every employer, including the State of Maryland, experiences a loss in productivity due to drug related absenteeism, injuries on the job, decreased work quality, and wasted dollars; and

WHEREAS, Substance abusing employees function below established standards, may make impaired decisions, may have negative effects on their co-workers, and are not as alert as non-using employees; and

WILLIAM DONALD SCHAEFER, Governor

WHEREAS, The illegal use of the workplace as a drug market endangers the health, safety, and welfare of State employees; and

WHEREAS, In order to serve the citizens of Maryland properly, the State must maintain a work environment which is free of drugs; and

WHEREAS, The Federal Omnibus Drug Abuse Act of 1988 requires that any State which is a recipient of Federal funds must establish a Drug-Free Workplace, including a policy on the use of substances, an employee drug awareness program, and a procedure for employees to report their own convictions; and

WHEREAS, A drug-free workplace is fundamental to efficient, effective, and responsible government;

NOW, THEREFORE, I, WILLIAM DONALD SCHAEFER, GOVERNOR OF THE STATE OF MARYLAND, BY VIRTUE OF THE AUTHORITY VESTED IN ME BY THE CONSTITUTION AND LAWS OF MARYLAND, HEREBY RESCIND EXECUTIVE ORDER 01.01.1989.05 AND PROCLAIM THE FOLLOWING EXECUTIVE ORDER, EFFECTIVE IMMEDIATELY:

- A. Definitions. In this Executive Order the following words have the meanings indicated.
- (1) "Substance" means alcohol or drugs.
  - (2) "Alcohol" means ethyl alcohol or ethanol.
  - (3) "Drug" means:
    - (a) A controlled dangerous substance;
    - (b) Any other substance which must be dispensed by a licensed health care professional; or
    - (c) An over-the-counter drug.
  - (4) "Abuse" means:
    - (a) The use of an illegal drug;
    - (b) The intentional misuse of an over-the-counter drug, if the misuse impairs the job performance of the State employee or could impair the job performance of an applicant for State employment;
    - (c) The intentional use of any prescription drug in a manner inconsistent with its medically prescribed intended use, or under circumstances where its use is not permitted, if it impairs the job performance of a State employee or could impair the job performance of an applicant for State employment; or
    - (d) The use of alcohol if it impairs job performance of the State employee or could impair the job performance of an applicant for State employment.

## EXECUTIVE ORDERS

- (5) "Workplace" means any place where an employee is performing work for the State of Maryland.
- (6) "Employee" means:
  - (a) A classified, unclassified, contractual, key employee, or other employee or official in the Executive Branch;
  - (b) A volunteer who provides a service to or for a unit in the Executive Branch; or
  - (c) A member of a Board or Commission in the Executive Branch.
- (7) "Sensitive Employee" means an employee whose classification or position has been designated sensitive by the employee's appointing authority or personnel system.
- (8) "Conviction" means:
  - (a) A judgment of conviction, whether entered upon a finding of guilt or acceptance of a plea of nolo contendere, and the imposition of sentence; or
  - (b) The staying of the entry of judgment and the placing of the defendant on probation after a finding of guilty or the acceptance of a plea of nolo contendere.
- (9) "Alcohol Driving Offense" means:
  - (a) Driving or attempting to drive while:
    - (i) Intoxicated; or
    - (ii) Under the influence of alcohol; or
  - (b) Operating or attempting to operate a vessel while:
    - (i) Intoxicated; or
    - (ii) Under the influence of alcohol.
- (10) "Controlled Dangerous Substance Offense" means:
  - (a) A controlled dangerous substance violation, under Article 27 of the Annotated Code of Maryland;
  - (b) An offense of the law of any other jurisdiction if the prohibited conduct would be a controlled dangerous substance violation if committed in this State;
  - (c) Driving or attempting to drive while:
    - (i) Under the influence of drugs or drugs and alcohol; or
    - (ii) Under the influence of a controlled dangerous substance; or

WILLIAM DONALD SCHAEFER, Governor

- (d) Operating or attempting to operate a vessel while:
  - (i) Under the influence of drugs or drugs and alcohol; or
  - (ii) Under the influence of a controlled dangerous substance.

B. General Policy. The State of Maryland establishes and adopts the following substance abuse policy for the Executive Branch of State Government:

- (1) The State of Maryland is committed to making good faith efforts to insure a safe, secure, and drug-free workplace for its employees consistent with the Drug-Free Workplace Act as enacted by Congress.
- (2) All employees in the workplace must be capable of performing their duties.
- (3) Employees experiencing substance abuse problems are encouraged to seek assistance through:
  - (a) Their employer;
  - (b) Self referral to the employer's Employee Assistance Program; or
  - (c) Self referral to an alternative certified rehabilitation program.
- (4) An appointing authority may not hire anyone whom it knows currently abuses drugs or alcohol.
- (5) Employees are prohibited from:
  - (a) Abusing alcohol or drugs;
  - (b) Committing a controlled dangerous substance offense; or
  - (c) Committing an alcohol driving offense.

C. Alcohol Abuse Policy.

- (1) Working under the influence of alcohol is a violation of this policy and shall subject the employee to disciplinary action.
- (2) An employee charged with an alcohol driving offense must report a finding of guilty, an acceptance of a plea of nolo contendere, or a probation before judgment to the employee's appointing authority within 5 work days.
- (3) A sensitive employee shall be suspended for 15 days and required to successfully participate in an alcohol treatment program designated by an employee assistance program the first time the employee is:
  - (a) Convicted of an at-the-workplace alcohol driving offense; or
  - (b) Found under the influence of alcohol while at-the-workplace.

## EXECUTIVE ORDERS

- (4) A sensitive employee convicted of an off-the-workplace alcohol driving offense, and a non-sensitive employee convicted of any alcohol driving offense shall:
  - (a) On the first conviction be referred to an employee assistance program, and in addition, be subject to any other appropriate disciplinary actions;
  - (b) On the second conviction, at a minimum, be suspended for at least 5 days, be referred to an employee assistance program, be required to participate successfully in a treatment program, and in addition, be subject to any other appropriate disciplinary actions, up to and including termination;
  - (c) On the third conviction, be terminated.
- D. Drug Abuse Policy.
  - (1) Working under the inappropriate influence of prescription drugs or over-the-counter drugs is a violation of this policy and shall subject the employee to disciplinary action.
  - (2) Working under the influence of a controlled dangerous substance is a violation of this policy and shall subject the employee to disciplinary action.
  - (3) An employee charged with a controlled dangerous substance offense shall report a finding of guilty, an acceptance of a plea of nolo contendere, or a probation before judgment to the appointing authority within 5 work days.
  - (4) A sensitive employee convicted of any controlled dangerous substance offense shall be terminated.
  - (5) A sensitive employee who tests positive for a controlled dangerous substance as a result of a random drug test shall be suspended for 15 work days and be required to successfully participate in a drug treatment program designated by an employee assistance program, as provided for by the appointing authority's drug testing protocol.
  - (6) A sensitive employee who abuses a legally prescribed drug or an over-the-counter drug shall, on the first offense:
    - (a) Be suspended for 5 work days; and
    - (b) Be required to participate successfully in a drug treatment program designated by an employee assistance program.
- E. General Sanctions. Any employee otherwise in violation of this Executive Order shall be subject to appropriate progressive disciplinary actions up to and including termination.



WILLIAM DONALD SCHAEFER, Governor

F. Law Enforcement.

- (1) When an appointing authority learns or, based on observation or reliable information suspects, that an employee has committed a controlled dangerous substance or alcohol offense at the workplace, the appointing authority shall refer the matter to an appropriate law enforcement authority for further investigation and prosecution.
- (2) All employees shall cooperate fully with law enforcement authorities in the investigation and prosecution of suspected criminal violations.

G. Employee Education. All appointing authorities shall educate and inform their employees about:

- (1) The dangers of drug and alcohol abuse in the workplace and the community at large;
- (2) The State of Maryland's policy of maintaining a drug-free workplace;
- (3) Any drug and alcohol abuse counseling, rehabilitation, and employee assistance program that is available; and
- (4) The penalties that may be imposed upon employees for violations of this Executive Order.

H. Implementation.

- (1) The Secretary of Personnel and the head of every other personnel system in the Executive Branch shall adopt such policies and regulations as are necessary or desirable for the implementation of this Executive Order.
- (2) All appointing authorities are responsible for implementing and enforcing and monitoring compliance with the requirements of this Executive Order.
- (3) All employees are required to acknowledge receipt of a copy of this Executive Order by returning an acknowledgement of receipt to their supervisor for insertion in their personnel file.

---

**EXECUTIVE ORDER OF JUNE 6, 1991**

01.01.1991.17

Convening the General Assembly of Maryland in Extraordinary Session at Annapolis,  
Maryland on Wednesday, June 26, 1991

WHEREAS, The budget for the State of Maryland for Fiscal Year 1991, as adopted during the 1990 Session of the General Assembly, anticipated general fund revenues in the amount of \$6,257,489,000; and

WHEREAS, Unprecedented effects of the current economic recession have caused

## EXECUTIVE ORDERS

Maryland and other states throughout the nation to readjust their budgets to address revenue shortfalls and to meet requirements for balanced budgets; and

WHEREAS, Three separate adjustments in estimated revenues for Fiscal Year 1991, based primarily on lower than anticipated income and sales tax revenues, have resulted in reductions to originally anticipated general fund revenues by \$550,470,000; and

WHEREAS, Chapter 470 of the Acts of 1991 (House Bill 206), the Budget Reconciliation Act, was enacted to make the necessary adjustments to compensate for the revenue shortfall; and

WHEREAS, Subsequent to the adjournment Sine Die of the 1991 General Assembly, an additional decline in revenue of approximately \$109 million for Fiscal Year 1991 was announced by the Board of Revenue Estimates, requiring further adjustments which will necessitate the convening of an extraordinary session of the General Assembly;

NOW, THEREFORE, I, WILLIAM DONALD SCHAEFER, GOVERNOR OF THE STATE OF MARYLAND, BY VIRTUE OF THE AUTHORITY VESTED IN ME BY ARTICLE II, SECTION 16 OF THE CONSTITUTION OF MARYLAND, HEREBY PROCLAIM AND CONVENE A SPECIAL AND EXTRAORDINARY SESSION OF THE GENERAL ASSEMBLY OF MARYLAND TO COMMENCE AT 10:00 A.M. ON WEDNESDAY, JUNE 26, 1991, IN THE STATE CAPITAL IN THE CITY OF ANNAPOLIS FOR THE PURPOSE OF ENACTING NECESSARY LEGISLATION TO ADDRESS THE REVENUE SHORTFALL IN THE FY 1991 BUDGET FOR THE STATE OF MARYLAND:

---

### EXECUTIVE ORDER OF JUNE 24, 1991

01.01.1991.18

#### Office of Administrative Hearings

(Amends 01.01.1989.21)

WHEREAS, By Chapter 788 of the Acts of the 1989, the General Assembly created the Office of Administrative Hearings; and

WHEREAS, That Act provides that the Governor may temporarily exempt an agency from the provisions of the Act; and

WHEREAS, Certain State agencies must secure federal approval under penalty of loss of federal funding before certain of their contested hearings may be heard by an administrative law judge of the Office of Administrative Hearings; and

WHEREAS, The Secretaries of the affected agencies and the Chief Administrative Law Judge recognize the need to secure the necessary federal approvals prior to transfer

WILLIAM DONALD SCHAEFER, Governor

of the hearings functions from the agencies to the Office of Administrative Hearings; and

WHEREAS, The Chief Administrative Law Judge and the Secretary of Economic and Employment Development jointly recommend that administrative hearings regarding Unemployment Insurance remain temporarily within the Department of Economic and Employment Development; and

WHEREAS, By Executive Order 01.01.1989.21, contested case hearings regarding Unemployment Insurance were temporarily exempted through June 30, 1991, from the provisions of the Act; and

WHEREAS, The State Advisory Council on Administrative Hearings has recommended that this exemption for Unemployment Insurance be continued through June 30, 1992; and

WHEREAS, Chapter 788 of the Acts of 1989 requires that the State Advisory Council on Administrative Hearings conduct a study of all agencies that are temporarily exempted from the provisions of the Act; and recommend whether or not temporary exemptions granted under the Act should be continued; and

WHEREAS, It is in the best interest of the citizens of the State of Maryland, particularly the litigants in contested administrative hearings, that the jurisdiction of the Office of Administrative Hearings be clear;

NOW, THEREFORE, I, WILLIAM DONALD SCHAEFER, GOVERNOR OF THE STATE OF MARYLAND, BY VIRTUE OF THE AUTHORITY VESTED IN ME BY THE CONSTITUTION AND LAWS OF MARYLAND, HEREBY AMEND EXECUTIVE ORDER 01.01.1989.21 AND PROCLAIM THE FOLLOWING ORDER EFFECTIVE JULY 1, 1991:

A. Exemptions Relating to Federal Approval Process.

- (1) The following contested cases of the following departments are temporarily exempted from the provisions of Chapter 788 of the Acts of 1989 until 15 days after their receipt of the necessary federal approvals or waivers:
  - (a) Maryland Occupational Safety and Health hearings within the Department of Licensing and Regulation;
  - (b) Medicaid hearings within the Department of Health and Mental Hygiene;
  - (c) Aid to Families with Dependent Children, child welfare, foster care and adoption program hearings (Titles IV-A, IV-B and IV-E of the Social Security Act) within the Department of Human Resources; and
  - (d) Disability Determination hearings within the State Department of Education.

## EXECUTIVE ORDERS

- (2) The State Superintendent of Schools and the Secretaries of Licensing and Regulation, Health and Mental Hygiene and Human Resources shall request the necessary approvals and waivers from the federal government, and shall advocate for an expeditious and affirmative federal response. The Superintendent and Secretaries shall keep the Chief Administrative Law Judge informed of the status of their requests and the Chief Administrative Law Judge shall provide assistance as necessary to ensure a prompt and favorable federal response.
  - (3) The Superintendent and the Secretaries shall notify the Governor and the Chief Administrative Law Judge immediately upon receipt of any federal response.
  - (4) All other contested case hearings of the Departments of Licensing and Regulation, Health and Mental Hygiene and Human Resources and the State Department of Education shall be heard pursuant to Chapter 788 of the Acts of 1989.
- B. Department of Economic and Employment Development.
- (1) Contested case hearings regarding Unemployment Insurance are temporarily exempted through June 30, [1991] 1992, from the provisions of Chapter 788 of the Acts of 1989.
  - (2) The [Secretary of Economic and Employment Development and the Chief Administrative Law Judge] STATE ADVISORY COUNCIL ON ADMINISTRATIVE HEARINGS shall study the advisability of the temporary exemption for Unemployment Insurance hearings and shall submit a [joint] report and recommendation [pertaining to their study] to the Governor [on or before January 1, 1991] CONCERNING CONTINUING THE TEMPORARY EXEMPTION THROUGH JUNE 30, 1994.
  - (3) All other contested hearings of the Department of Economic and Employment Development shall be heard pursuant to Chapter 788 of the Acts of 1989.
- C. Public Information Act Hearings. All Public Information Act hearings pursuant to § 10-622 of the State Government Article of all agencies, except those expressly exempt by Chapter 788 of the Acts of 1989, shall be heard by an administrative law judge unless the hearing is conducted by the agency head, a board or a commission.
- D. Agencies Covered by the Act. Except as set forth in paragraphs A and B above, the contested case hearings of the following agencies shall be conducted by administrative law judges unless the hearing is conducted by the agency head, a board or a commission:
- (1) Board of Public Works;
  - (2) Department of Agriculture;

WILLIAM DONALD SCHAEFER, Governor

- (3) Department of Budget and Fiscal Planning;
- (4) Department of Economics and Employment Development;
- (5) Department of the Environment;
- (6) Department of Health and Mental Hygiene;
- (7) Department of Housing and Community Development;
- (8) Department of Human Resources;
- (9) Department of Juvenile Services;
- (10) Department of Licensing and Regulation;
- (11) Department of Natural Resources;
- (12) Department of Personnel;
- (13) Department of Public Safety and Correctional Services;
- (14) Department of Transportation;
- (15) Human Relations Commission;
- (16) Maryland Tax Court;
- (17) Office of the Attorney General;
- (18) Office on Aging;
- (19) Securities Division;
- (20) State Department of Education; [and]
- (21) State Retirement and Pension Systems [State Treasurer.] and
- (22) THE STATE TREASURER.

E. Agencies Currently Unaffected by Chapter 788.

- (1) The following agencies currently either (i) do not conduct contested case hearings or (ii) do not use hearing officers, but have the case heard by the agency head, a board or a commission; and, therefore, are not currently affected by Chapter 788 of the Acts of 1989;
  - (a) Department of Assessments and Taxation;
  - (b) Board of Public Works (State Wetlands matters);
  - (c) Department of Budget and Fiscal Planning (nonpayment of pension fund cases only);
  - (d) Department of General Services;

## EXECUTIVE ORDERS

- (e) Department of Juvenile Services (intake officer functions only)
  - (f) Maryland Automobile Insurance Fund;
  - (g) Maryland State Lottery Commission;
  - (h) Military Department;
  - (i) Office of the Attorney General — Consumer Protection Division arbitrations;
  - (j) Property Tax Assessment Appeals Board;
  - (k) Secretary of State;
  - (l) State Accident Fund;
  - (m) State Administrative Board of Election Laws;
  - (n) State Archivist/Commissioner of Land Patents;
  - (o) State Board of Contract Appeals; and
  - (p) Subsequent Injury Fund.
- (2) If the circumstances for any agency listed in paragraph E(1) above change so that the agency conducts contested case hearings, Chapter 788 of the Acts of 1989 shall apply to the agency unless the agency head, a board of a commission conducts the hearing.

F. All Other State Agencies. All other State agencies, if any, that are not mentioned in paragraph A through E are temporarily exempt.

---

### EXECUTIVE ORDER OF JUNE 24, 1991

01.01.1991.19

#### 40 Hour Work Week

(Amends 01.01.1991.15)

WHEREAS, Executive Orders 01.01.1991.01 and 01.01.1991.15 proclaimed a standardized work week of 40 hours for State employees; and

WHEREAS, The implementation of the standardized work week of 40 hours for State employees must be in a manner consistent with the Fair Labor Standards Act, and must coincide with the first day of the payroll period for employees that occurs after July 1, 1991; and

WHEREAS, Because of the different payroll cycles in State government, the 40 hour work week shall begin subject to the schedule provided in this Executive Order;

NOW, THEREFORE, I, WILLIAM DONALD SCHAEFER, GOVERNOR OF THE

WILLIAM DONALD SCHAEFER, Governor

STATE OF MARYLAND, BY VIRTUE OF THE AUTHORITY VESTED IN ME BY THE CONSTITUTION AND LAWS OF MARYLAND, HEREBY PROCLAIM THE FOLLOWING ORDER AMENDING EXECUTIVE ORDER 01.01.1991.015:

- A. The normal work week for State employees shall be 40 hours effective [July 1, 1991] AS FOLLOWS:
  - 1. CONTRACT PAYROLL EMPLOYEES, JULY 3, 1991;
  - 2. REGULAR PAYROLL EMPLOYEES, JULY 10, 1991; AND
  - 3. UNIVERSITY PAYROLL EMPLOYEES, JULY 14, 1991.
- B. The Secretary of Personnel and the appointing authorities shall take all actions necessary or desirable to implement this directive.

---

**EXECUTIVE ORDER OF JUNE 25, 1991**

01.01.1991.20

Conservation of Paper by Units of State Government

WHEREAS, The Executive Branch and the General Assembly of Maryland are committed to protecting and preserving our natural environment, conserving the use of our resources, and promoting the reuse of resources through recycling for present and future Marylanders; and

WHEREAS, The General Assembly of Maryland has demonstrated a commitment to these principles by encouraging photocopied and printed reproductions of multi-page documents that use both sides of each sheet of paper; and

WHEREAS, Significant savings are possible if two sided copying is expanded and made a goal within State government; and

WHEREAS, It is desirable that the goal of reducing paper consumption be administered in a manner that is flexible, inexpensive, and efficient, and that recognizes the diversity of units within State government; and

WHEREAS, It is of great importance to the Executive Branch, the General Assembly, and to the citizens of the State of Maryland that certain actions governing the practices of government shall be consistent with this goal.

NOW, THEREFORE, I, WILLIAM DONALD SCHAEFER, GOVERNOR OF THE STATE OF MARYLAND, BY VIRTUE OF THE AUTHORITY VESTED IN ME BY THE CONSTITUTION AND LAWS OF MARYLAND, HEREBY PROCLAIM THE FOLLOWING EXECUTIVE ORDER:

- A. To the greatest extent practicable, within State agencies, photocopied and printed reproductions of original multi-page documents should be made utilizing both sides of a sheet of paper.

## EXECUTIVE ORDERS

- B. The head of each unit of State government shall develop and implement approved plans outlining procedures designed to achieve this goal. These plans shall also include other reasonable procedures to be implemented for the purpose of reducing paper consumption in State government.
- C. The head of each unit of State government is responsible for enforcing this Executive Order and shall inform the Governor of the date the approved procedures are fully in effect within their unit.
- D. Whenever economically practical, the Secretary of General Services shall insure that procurement officials specify photocopy machines which have the capability to perform two-sided photocopying.
- E. The Executive Order shall be effective immediately.
- F. All units of the Legislative and Judicial Branches of Maryland State Government are invited to participate in this conservation measure.

---

### EXECUTIVE ORDER OF JUNE 26, 1991

01.01.1991.21

#### Governor's Council on HIV Prevention and Treatment

(Rescinds 01.01.1987.18)

WHEREAS, The State of Maryland is concerned with enhancing and protecting the health of all of the State's citizens; and

WHEREAS, The incidence of Acquired Immune Deficiency Syndrome (AIDS) continues to increase; and

WHEREAS, Prevention is the only available method to arrest the spread of the disease; and

WHEREAS, State and local governments, the private sector, and the public need to be informed about the facts of the disease, its transmission, and its prevention; and

WHEREAS, Prevention, treatment, and health care services must be available;

NOW, THEREFORE, I, WILLIAM DONALD SCHAEFER, GOVERNOR OF THE STATE OF MARYLAND, BY VIRTUE OF THE AUTHORITY VESTED IN ME BY THE CONSTITUTION AND LAWS OF MARYLAND, HEREBY RESCIND EXECUTIVE ORDER 01.01.1987.18 AND PROCLAIM THE FOLLOWING EXECUTIVE ORDER, EFFECTIVE IMMEDIATELY:

- A. The Council. There is a Governor's Council on HIV Prevention and Treatment.
- B. Membership and Procedures.



WILLIAM DONALD SCHAEFER, Governor

- (1) The Council shall consist of up to 25 members appointed by the Governor. Of the members appointed, the Council shall include:
  - (a) One member of the House of Delegates nominated by the Speaker of the House;
  - (b) One member of the Senate of Maryland nominated by the President of the Senate;
  - (c) Five representatives from health care providers;
  - (d) Two representatives from education;
  - (e) Two representatives from community, service, or civic organizations;
  - (f) Three representatives from the private business sector;
  - (g) Three representatives from State or local government; and
  - (h) Four representatives of the general public.
- (2) The Governor shall appoint the Chairperson of the Council.
- (3) The Governor may remove any member of the Council for any cause adversely affecting the member's ability or willingness to perform his or her duties.
- (4) In the event of a vacancy, the Governor shall appoint a successor.
- (5) A majority of the Council shall constitute a quorum for the transaction of any business. The Council may adopt such other procedures necessary to ensure the orderly transaction of business.
- (6) The members of the Council may not receive compensation for their services.
- (7) The Department of Health and Mental Hygiene shall provide staff support necessary for the completion of the Council's duties.
- (8) The term of a member is two years. In case of a vacancy, the Governor shall appoint a successor for the remainder of the unexpired term. The member's terms shall be staggered as established during the initial appointments.

C. Scope of the Council.

- (1) The Council shall recommend to the Governor policy regarding HIV infection and AIDS and shall:

## EXECUTIVE ORDERS

- (a) Assess the problem of HIV infection and AIDS in Maryland, using data collected by the Department of Health and Mental Hygiene and other agencies to understand the current magnitude and demographics of the epidemic and to project its future impact on health, health care systems, and the economy of Maryland;
  - (b) Develop strategies so that the State of Maryland can access funding for the necessary health care resources to address the epidemic;
  - (c) Provide advice to protect the interest of the general public through the promotion of HIV prevention and education programs;
  - (d) Concentrate on programs that educate youth about at-risk behaviors, the consequences of contracting HIV, and the numerous problems associated with HIV and AIDS;
  - (e) Work closely with the State, federal, and local governments to develop strategies designed to prevent the spread of HIV infection and AIDS;
  - (f) Review and recommend steps to be taken which offer protection from HIV infection for both the members of the general public and health care providers;
  - (g) Advise the Governor and members of the General Assembly on HIV and AIDS related legislation; and
  - (h) Examine and recommend action on any other HIV and AIDS related issues that may be assigned to the Council by the Governor.
- (2) By December 1, of each year, the Council shall submit an annual report on its activities to the Governor.

---

### EXECUTIVE ORDER OF JUNE 26, 1991

01.01.1991.22

#### Council on Cancer Control

WHEREAS, The health and well-being of a significant number of Marylanders is threatened by cancer; and

WHEREAS, There is considerable evidence that lifestyles are the major contributing factors in the development of a number of cancers; and

WHEREAS, There is a need to educate and provide information to all Marylanders on the importance of nutrition, dietary habits, smoking, alcohol consumption, early and periodic screening, and early treatment; and

WHEREAS, There are three major State agencies and numerous local public and private

WILLIAM DONALD SCHAEFER, Governor

organizations providing over one billion dollars in resources; and

WHEREAS, Greater coordination among the various public and private agencies could significantly enhance the effectiveness of Maryland's cancer prevention and treatment services, as well as maximize participation in Federal programs; and

WHEREAS, There is a need to develop a coordinated public and private system of services; and

WHEREAS, Thirty-five percent of every health care dollar spent in Maryland each year is spent on smoking-related illnesses, including the costs of cancer caused by smoking; and

WHEREAS, Maryland is home to the finest and most advanced cancer research and treatment facilities which can be called upon to assist in the development and implementation of a plan to combat and reduce the incidence of cancer among our citizens; and

WHEREAS, It is necessary for a long-term commitment and well informed leadership if a program to control cancer in Maryland is to be successful;

NOW, THEREFORE, I, WILLIAM DONALD SCHAEFER, GOVERNOR OF THE STATE OF MARYLAND, BY VIRTUE OF THE AUTHORITY VESTED IN ME BY THE CONSTITUTION AND LAWS OF MARYLAND, HEREBY PROCLAIM THE FOLLOWING EXECUTIVE ORDER, EFFECTIVE IMMEDIATELY:

A. The Council. There is a State Council on Cancer Control.

B. Membership and Procedures.

- (1) The Council shall consist of fifteen members appointed by the Governor and include the following:
  - (a) The Secretary of Environment or designee;
  - (b) The Secretary of Health and Mental Hygiene or designee; and
  - (c) The President of the University of Maryland at Baltimore or designee;
  - (d) One member of the Senate of Maryland designated by the President;
  - (e) One member of the House of Delegates designated by the Speaker;
  - (f) Five members who are leading representatives of health and scientific disciplines relevant to cancer.
- (2) The Council may, with the approval of the Governor, appoint any number of ex-officio nonvoting members necessary to accomplish its mission.

## EXECUTIVE ORDERS

- (3) The Governor shall select the chairperson of the Council.
- (4) The Governor may remove any member of the Council for any cause adversely affecting the member's ability or willingness to perform his or her duties.
- (5) The term of a member is two years. In case of a vacancy, the Governor shall appoint a successor for the remainder of the unexpired term. The member's terms shall be staggered as established during the initial appointments.
- (6) A majority of the Council shall constitute a quorum for the transaction of any business. The Council shall adopt any other procedures necessary to ensure the orderly transaction of business.
- (7) The members of the Council may not receive any compensation of their services. The public members may be reimbursed for their reasonable expenses incurred in the performance of duties, in accordance with the standard travel regulations, and as provided in the State budget.
- (8) The Department of Health and Mental Hygiene shall provide the Council with necessary staff and resources.

### C. Scope of the Council.

- (1) The Council shall advise the Governor on:
  - (a) The development of a comprehensive State policy and program on controlling and reducing the incidence of cancer and, as necessary, subsequent modifications or revisions of that policy and program;
  - (b) The promotion and coordination in cooperation with other federal, State, local, or private agencies, of unified programs for public education, prevention, treatment of cancer, improvement of access to testing, screening, and treatment;
  - (c) The review of existing and planned cancer programs among the public and private sectors, identifying discrepancies and overlap of programs; and
  - (d) The promotion and development of a public-private partnership to identify and address the cancer needs of Marylanders.
- (2) The Council shall:
  - (a) Promote and guide the development of a comprehensive Cancer Surveillance System that includes incidence, stage, mortality, and risk factors;
  - (b) Establish goals and priorities for the Surveillance System;

WILLIAM DONALD SCHAEFER, Governor

- (c) Oversee the transformation of the Maryland Cancer registry into a tool for planning, evaluation, and targeting of cancer control programs through the Cancer Registry Advisory Committee; and
  - (d) Recommend to the Governor a Chairman for the Cancer Registry Advisory Committee from the Council's five health and science representatives.
- (3) By December 1 of each year, the Council shall submit an annual report on its activities to the Governor.

---

**EXECUTIVE ORDER OF JULY 15, 1991**

01.01.1991.23

COMMUTATION

MARIE ELIZABETH LAKE

WHEREAS, MARIE ELIZABETH LAKE, Grantee was convicted of First Degree Murder on Charging Document #18304701 and was sentenced on September 18, 1983 in the Circuit Court for Baltimore City to Life Imprisonment, all but 30 years suspended.

WHEREAS, Evidence indicates the Grantee was the subject of repeated physical and psychological abuse by the victim, which resulted in the commission of the offenses for which she was convicted; and

WHEREAS, Repeated physical and psychological abuse under certain circumstances has been recognized by the scientific and medical community to result in a psychological syndrome known as the "Battered Spouse Syndrome"; and

WHEREAS, Persons under the influence of the Battered Spouse Syndrome, resulting from repeated physical and psychological abuse, commit offenses under extenuating circumstances; and

WHEREAS, The Maryland Parole Commission has reviewed the case of MARIE ELIZABETH LAKE and has concluded that the offense for which she was sentenced was committed under the influence of the Battered Spouse Syndrome; and

WHEREAS, The Maryland Parole Commission has determined that justice would best be served by a commutation of the sentence to 30 years; and

WHEREAS, The Secretary of Public Safety and Correctional Services has reviewed the findings and conclusions of the Maryland Parole Commission and agrees with those findings and conclusions; and

WHEREAS, The Maryland Parole Commission and the Secretary of the Department of Public Safety and Correctional Services have recommended that the sentence of the Grantee be commuted to 30 years.

## EXECUTIVE ORDERS

NOW, THEREFORE, I, WILLIAM DONALD SCHAEFER, GOVERNOR OF THE STATE OF MARYLAND, BY VIRTUE OF THE AUTHORITY VESTED IN ME BY THE CONSTITUTION AND LAWS OF MARYLAND, HEREBY ORDER THAT THE ORIGINAL SENTENCE TO THE DIVISION OF CORRECTION FOR FIRST DEGREE MURDER IMPOSED UPON MARIE ELIZABETH LAKE, GRANTEE, BE AND IS HEREBY COMMUTED TO 30 YEARS FROM JANUARY 17, 1983.

---

### EXECUTIVE ORDER OF JULY 19, 1991

01.01.1991.24

#### Maryland Greenways Commission

- WHEREAS, The President's Commission on Americans Outdoors proclaimed "We have a vision for allowing every American easy access to the natural world: Greenways"; and
- WHEREAS, Greenways are corridors of natural landscape, often associated with linear geographic features such as stream valleys, mountain ridges, or man-made rights-of-way, and have important natural resource and recreation value; and
- WHEREAS, Greenways offer a means to promote simultaneously several quality of life and environmental objectives, including water quality and wildlife enhancement, outdoor recreation and public health, alternative transportation and urban buffering, historic site and natural resource protection; and
- WHEREAS, Greenways have been found to offer important protection to the quality of the Chesapeake Bay; and
- WHEREAS, The Department of Natural Resources and Maryland's various local governments have for many years pursued an active program to acquire and protect stream valleys, ridgetops, and other important natural resource corridors; and
- WHEREAS, Private landholders and land trust have expressed interest in participating in partnership with the State and local governments in the protection of greenways; and
- WHEREAS, A Maryland Greenways Commission was appointed in March of 1990 to explore how a statewide network of greenways might be established; and
- WHEREAS, The Commission submitted a report in June finding that the basis for implementing a statewide network of greenways already existed in Maryland, that greenways offered important environmental and human benefits to the State, and that State leadership in development of a coordinated plan is necessary to overcome present fragmentation and duplication of effort; and
- WHEREAS, The Commission recommended that several actions should proceed concurrently to advance statewide greenways implementation, including continuation of statewide outreach, creation of a long-range workplan to address

WILLIAM DONALD SCHAEFER, Governor

administrative and legislative strategies for greenways implementation, and development of a State model project in the Patapsco River Valley and a national model project along the Potomac. NOW, THEREFORE, I, WILLIAM DONALD SCHAEFER, GOVERNOR OF THE STATE OF MARYLAND, BY VIRTUE OF THE AUTHORITY VESTED IN ME BY THE CONSTITUTION AND LAWS OF MARYLAND, HEREBY PROCLAIM THE FOLLOWING EXECUTIVE ORDER, EFFECTIVE IMMEDIATELY:

A. The Commission. There is a Maryland Greenways Commission.

B. Membership and Procedures.

(1) The Commission shall consist of up to 25 members appointed by the Governor. The membership of the Commission should reflect a cross section of greenway interests and the geographic diversity of the State and include representation from:

(a) Elected local officials;

(b) Local parks, planning, and environmental agencies;

(c) Environmental, agricultural, and recreational interest organizations;

(d) Business, real estate, and economic development organizations; and

(e) The general public.

(2) The Secretary of Natural Resources, Secretary of Transportation, and the Director of the Maryland Office of Planning shall serve as ex-officio members of the Commission.

(3) The Governor shall appoint the Chairperson of the Commission.

(4) The Governor may remove any member of the Commission for any cause adversely affecting the member's ability or willingness to perform his or her duties.

(5) In the event of a vacancy, the Governor shall appoint a successor.

(6) A majority of the Commission shall constitute a quorum for the transportation of any business. The Commission may adopt other procedures necessary to ensure the orderly transaction of business.

(7) The members of the Commission may not receive compensation for their services.

C. Duties and Responsibilities of State Agencies.

## EXECUTIVE ORDERS

- (1) The Department of Natural Resources shall be the primary State agency responsible for the planning and coordination for greenways implementation. Primary funding for capital projects recommended by the Commission shall come from the Department's Program Open Space. The Department shall provide budgetary and staff support for the Commission.
- (2) All State agencies shall cooperate with the objectives of the greenways program as the agencies carry out their normal functions. The following State agencies shall designate a liaison to the Greenways Commission to serve as the coordinator of greenway-related activities and primary contact for the Commission:
  - (a) Department of Agriculture;
  - (b) Department of Economic and Employment Development;
  - (c) Department of Education;
  - (d) Department of the Environment;
  - (e) Department of General Services;
  - (f) Department of Health and Mental Hygiene;
  - (g) Department of Juvenile Services;
  - (h) Department of Public Safety and Correctional Services; and
  - (i) Executive Department.
- (3) The Departments of Natural Resources and Transportation shall each establish an agency coordinating task group, with membership drawn from each department's constituent units, to ensure that greenways objectives are promoted in all agency actions. Other State agencies may form similar task groups as appropriate.

### C. Scope of Commission.

- (1) The Commission shall direct the implementation of the recommendations of the June 1990 Report to the Governor, entitled "Maryland Greenways...A Naturally Better Idea."
- (2) The Commission shall ensure that executive agencies of the State cooperate with the objectives of the greenways program, including:
  - (a) Incorporation of greenway protection and promotion into capital project design and land management programs and inclusion of necessary budgetary resources to accommodate greenways' needs in these programs; and



WILLIAM DONALD SCHAEFER, Governor

- (b) Incorporation of the greenways program into the State Land Preservation and Recreation Plan to ensure funding eligibility under Program Open Space and the Federal Land and Water Conservation Fund.
- (3) The Commission shall explore creative means for adding lands to the State's greenways network, including consideration of appropriate incentives to encourage the participation of private and quasi-public landowners such as land trusts, industry, surface mining, and farm operators.
- (4) The Commission shall encourage local governments to take necessary budgetary action and to coordinate activities in a way to further the implementation of a greenways network in their jurisdictions, including:
  - (a) Development of greenways elements for their open space and recreation plans in order that local greenways projects will be eligible for funding under Program Open Space and the Federal Land and Water Conservation Fund;
  - (b) Development of necessary legal and administrative tools to ensure that local needs are reflected in State plans and programs; and
  - (c) Designation of local greenway coordinators to work with the Commission and Department of Natural Resources staff.
- (5) The Commission shall work with and maintain an active outreach program with private nonprofit conservation organizations, grassroots interests, and the general public to advance greenways implementation.
- (6) The Commission shall cooperate with representatives of other states, federal agencies, local governments, regional organizations, and private interests in the preservation and development of interstate greenways, particularly along the Potomac River.
- (7) By December 1 of each year, the Commission shall submit an annual report on its findings to the Governor, including recommendations for any legislative, administrative, or other change the Commission deems necessary to further the development of a statewide greenway network.

---

EXECUTIVE ORDER OF AUGUST 2, 1991

01.01.1991.25

Commission to Revise the Administrative Procedure Act

WHEREAS, The Maryland Administrative Procedure Act was first enacted in 1957, based on the Model State Administrative Procedure Act proposed in 1946 by the National Conference of Commissioners on Uniform State Law; and

WHEREAS, The National Conference of Commissioners on Uniform State Law

## EXECUTIVE ORDERS

subsequently adopted revised Model Administrative Procedure Acts in 1961 and 1981; and

WHEREAS, The revised model acts reflect the enormous growth in an increasing complexity of state government and the administrative process; and

WHEREAS, There have been significant changes in the law of evidence, the rules of procedure, and other areas of administrative law since Maryland adopted the current version of the Administrative Procedure Act; and

WHEREAS, The structure of the Maryland State government has significantly changed since the enactment of the Administrative Procedure Act, including the creation of a cabinet system, new administrative agencies, and the creation of a central administrative hearings agency, the Office of Administrative Hearings; and

WHEREAS, The Maryland Administrative Procedure Act has not been generally reviewed or revised since 1957; and

WHEREAS, A review of the Maryland Administrative Procedure Act is desirable and in the public interest;

NOW, THEREFORE, I, WILLIAM DONALD SCHAEFER, GOVERNOR OF THE STATE OF MARYLAND, BY VIRTUE OF THE AUTHORITY VESTED IN ME BY THE CONSTITUTION AND LAWS OF MARYLAND, HEREBY PROCLAIM THE FOLLOWING EXECUTIVE ORDER, EFFECTIVE IMMEDIATELY:

A. The Commission. There is a Commission to Revise the Administrative Procedure Act.

B. Membership and Procedures.

(1) The Commission shall consist of thirteen members appointed by the Governor and include the following:

- (a) The Chief Administrative Law Judge or designee;
- (b) The Attorney General or designee;
- (c) Two Secretaries of Executive Branch departments or their designees;
- (d) The Secretary of State or designee;
- (e) One Maryland Judge designated by the Chief Judge of the Court of Appeals;
- (f) One member of the Senate of Maryland designated by the President;
- (g) One member of the House of Delegates designated by the Speaker;

WILLIAM DONALD SCHAEFER, Governor

- (h) One representative of the Maryland State Bar Association;
  - (i) One representative of the Maryland Chamber of Commerce;
  - (j) One representative of State employees; and
  - (k) Two members of the general public.
- (2) The Governor shall select the chairperson of the Commission.
  - (3) In the event of a vacancy on the Commission, the Governor may appoint a successor.
  - (4) The Governor may remove any member of the Commission for any cause adversely affecting the member's ability or willingness to perform his or her duties.
  - (5) A majority of the Commission shall constitute a quorum for the transaction of any business. The Commission may adopt any other rules or procedures necessary to ensure the orderly conduct of business.
  - (6) The members of the Commission may not receive any compensation for their services. The public members may be reimbursed for their reasonable expenses incurred in the performance of their duties, in accordance with the standard travel regulations, and as provided in the State budget.
  - (7) The Office of Administrative Hearings shall provide the Commission with necessary staff and resources.
- C. Scope of the Commission.
- (1) The Commission shall conduct a comprehensive review of the Maryland Administrative Procedure Act, contained in Title 10 of the State Government Article, to determine if any revisions to that law are necessary and appropriate.
  - (2) The Commission shall submit a final report containing its findings, recommendations, and any proposed legislation to the Governor by September 1, 1992.

---

EXECUTIVE ORDER OF AUGUST 19, 1991

01.01.1991.26

Governor's Prescription Drug Commission

(Amends 01.01.1990.11)

WHEREAS, The Governor's Prescription Drug Commission has issued a report which describes how the State should proceed to reduce the diversion, abuse and misuse of prescription drugs, thereby completing its first charge; and

## EXECUTIVE ORDERS

WHEREAS, The Governor's Prescription Drug Commission will undertake efforts to develop a regional drug review program for the Mid-Atlantic states as its next assignment; and

WHEREAS, This is an appropriate time to alter the membership of the Governor's Prescription Drug Commission to provide for broader representation from the Executive Department;

NOW, THEREFORE, I, WILLIAM DONALD SCHAEFER, GOVERNOR OF THE STATE OF MARYLAND, BY VIRTUE OF THE AUTHORITY VESTED IN ME BY THE CONSTITUTION AND LAWS OF MARYLAND, HEREBY AMEND EXECUTIVE ORDER 01.01.1990.11, AND PROCLAIM THE FOLLOWING EXECUTIVE ORDER:

- A. General Policy. The State of Maryland is committed to developing and implementing a program to curb the diversion of prescription drugs into unlawful channels and to reduce the abuse and misuse of such drugs.
- B. There is a Governor's Prescription Drug Commission. The Commission consists of the following 19 members, appointed by the Governor.
  - (1) A representative of the Attorney General's Office recommended by the Attorney General;
  - (2) A representative of the Department of Health and Mental Hygiene recommended by the Secretary;
  - (3) A representative of the Department of Personnel recommended by the Secretary;
  - (4) A representative of the Department of Public Safety and Correctional Services recommended by the Secretary;
  - (5) A representative of the State Police recommended by the Secretary of the Department of Public Safety and Correctional Services;
  - (6) A representative of the [Governor's staff] EXECUTIVE DEPARTMENT;
  - (7) A licensed Maryland physician;
  - (8) A licensed Maryland dentist;
  - (9) A licensed Maryland pharmacist;
  - (10) A licensed Maryland veterinarian;
  - (11) A licensed Maryland nurse practitioner;
  - (12) A licensed Maryland podiatrist;
  - (13) A certified Maryland nurse midwife;
  - (14) A representative of the health insurance industry;

WILLIAM DONALD SCHAEFER, Governor

- (15) The Insurance Commissioner;
  - (16) A State's Attorney; and
  - (17) 3 members from the public-at-large.
- C. The Governor shall appoint a chair from among the members.
- D. Responsibilities of the Commission.
- (1) The Commission shall make recommendations to the Secretary of Health and Mental Hygiene concerning the State's efforts to reduce the diversion, abuse and misuse of prescription drugs.
  - (2) The Commission shall undertake efforts to develop a regional drug review program for the Mid-Atlantic states for the purpose of collecting and compiling relevant data in regard to patterns of improper prescribing or dispensing practices of all drugs available by prescription.
- E. Responsibilities of the Division of Drug Control.
- (1) The Division of Drug Control shall collect, review, and analyze the prescribing and dispensing patterns of persons authorized by law to prescribe or dispense prescription drugs and incidence of patient abuse and misuse.
  - (2) The Division of Drug Control shall refer credible information regarding illegal drug diversion of the abuse or misuse of prescription drugs to the appropriate law enforcement agency for investigation.
  - (3) The Division of Drug Control shall analyze on an ongoing basis information regarding prescriber, dispenser, or patient abuse or misuse. The review of prescribers shall focus on analyzing repeated patterns of prescribing prescription drugs outside the normal medical practice standards. The review of dispensers shall focus on analyzing the dispensing of prescription drugs where the rate of dispensation is higher than what is considered normal for a comparable dispenser. The review of patients shall focus on analyzing patterns of doctor or pharmacy shopping accompanied by high fill or refill rates of drugs dispensed by prescription.
  - (4) Based upon its review of such cases, the Division of Drug Control shall report any irregularities discovered to the appropriate State or federal agency or disciplinary board.
  - (5) On a monthly basis, the Division of Drug Control shall submit a report of its findings to the Commission. That report shall summarize the number and types of abuses identified. The report shall also point out

## EXECUTIVE ORDERS

actions taken by a State or federal agency or disciplinary board, the disposition of closed cases, and other relevant statistical information that may interest or be useful to the Commission in carrying out its responsibilities.

- (6) The Division of Drug Control through the Department of Health and Mental Hygiene shall promulgate regulations to implement this Executive Order.

### F. Responsibilities of State Agencies and Disciplinary Boards.

- (1) The appropriate law enforcement agency or disciplinary board shall take appropriate action on creditable information regarding illegal drug diversion, abuse or misuse of prescription drugs referred by the Division of Drug Control.
- (2) A disciplinary board that receives referrals in regard to prescriber, dispenser, or patient abuse or misuse of prescription drugs shall report, consistent with applicable law, to the Division of Drug Control within 45 days of final disposition, the manner in which the referrals were resolved.
- (3) All State agencies and disciplinary boards shall cooperate with the Commission and the Division of Drug Control to the fullest extent possible to carry out the provisions of this Executive Order.

---

## EXECUTIVE ORDER OF AUGUST 26, 1991

01.01.1991.27

### The Governor's Drug and Alcohol Abuse Commission

(Rescinds 01.01.1990.12)

WHEREAS, The Governor's Drug and Alcohol Abuse Commission was created by Executive Order 01.01.1989.04 on February 2, 1989, to develop a comprehensive and coordinated strategy to reduce illegal drug use and alcohol and drug abuse through innovative, more effective and less duplicative prevention, education, treatment, and law enforcement at all levels of government; and

WHEREAS, The structure of the Commission was amended by Executive Order 01.01.1990.07 on May 19, 1989, and Executive Order 01.01.1990.12 on August 6, 1990, to expand the Commission membership; and

WHEREAS, The Commission has been successful in identifying and implementing strategies to prevent and control substance abuse, which feature broad-based community efforts and direct citizen involvement including prevention, education, treatment, and law enforcement activities; and

WHEREAS, While surveys indicate drug abuse is declining in Maryland, Maryland is now confronted by a rising incidence of drug-related crime and violence that threatens

WILLIAM DONALD SCHAEFER, Governor

the safety and well-being of all Marylanders; and

WHEREAS, The Commission's role must be expanded to identify and specifically address the causes of drug-related crime and violence; and

WHEREAS, The Commission has observed during its county meetings, and recent surveys indicate, that alcohol continues to be the drug most used by Maryland's adolescents and the drug most abused by adults; and

WHEREAS, Strategies must be developed that include long-term approaches that focus on reducing drug-related crime and violence, and emphasize underage drinking and adult alcohol abuse through prevention and education activities; and

WHEREAS, A reorganization of the Commission is appropriate to accommodate additional responsibilities;

NOW, THEREFORE, I, WILLIAM DONALD SCHAEFER, GOVERNOR OF THE STATE OF MARYLAND, BY VIRTUE OF THE AUTHORITY VESTED IN ME BY THE CONSTITUTION AND LAWS OF MARYLAND, HEREBY RESCIND EXECUTIVE ORDERS 01.01.1989.04, 01.01.1990.07, AND 01.01.1990.12, AND PROCLAIM THE FOLLOWING EXECUTIVE ORDER, EFFECTIVE IMMEDIATELY:

- A. Within the Executive Office of the Governor, there is a Governor's Drug and Alcohol Abuse Commission.
- B. The Commission consists of the following individuals:
  - (1) The Attorney General;
  - (2) The Secretary of Human Resources;
  - (3) The Secretary of Natural Resources;
  - (4) The Secretary of Public Safety and Correctional Services;
  - (5) The State Superintendent of Schools;
  - (6) The Secretary of the Higher Education Commission;
  - (7) The Secretary of Transportation;
  - (8) The Secretary of Juvenile Services;
  - (9) The Secretary of Health and Mental Hygiene;
  - (10) The Secretary of Personnel;
  - (11) The Special Secretary for Children, Youth and Families;
  - (12) Members of the Governor's staff;
  - (13) The Secretary of Housing and Community Development;
  - (14) Two members of the Senate appointed by the President of the Senate;

## EXECUTIVE ORDERS

- (15) Two members of the House of Delegates appointed by the Speaker of the House;
  - (16) The Public Defender;
  - (17) One representative of the Circuit Court of Maryland, nominated by the Chief Judge of the Court of Appeals;
  - (18) One representative of the State's Attorneys' Association, nominated by the Association;
  - (19) One representative of the Chiefs of Police Association, nominated by the Association;
  - (20) One representative of the Maryland Sheriffs' Association, nominated by the Association;
  - (21) One representative of the Maryland Association of County Health Officers, nominated by the Association;
  - (22) One representative of the Maryland Prevention Coordinators Network, nominated by the organization;
  - (23) One representative of the Public School Superintendents Association of Maryland, nominated by the Association; and
  - (24) Ten public members with knowledge or experience in some aspect of drug and alcohol abuse prevention and control who shall be appointed by and serve at the pleasure of the Governor;
- C. Chairmanship of the Commission. The Governor shall appoint a Chair and four Vice Chairs from the members.
- (1) There will be Vice Chair for Health;
  - (2) There will be Vice Chair for Prevention;
  - (3) There will be a Vice Chair for Crime Control; and
  - (4) There will be a Vice Chair for Administration.
- D. The Commission will submit a special report to the Governor by June 30, 1992, detailing recommendations to reduce drug-related crime and violence.
- (1) The Commission shall appoint a special committee composed of appropriate State and local representatives with experience and interest in drug-related crime and violence; and
  - (2) The Commission shall examine drug-related crime and violence data statewide and shall conduct public hearings in those jurisdictions that show significant increases in drug-related crime and violence.



WILLIAM DONALD SCHAEFER, Governor

- E. The Commission shall prepare and submit to the Governor an annual report on the status of reducing illegal drug-related activities and drug and alcohol abuse in Maryland.
- (1) The plan shall:
    - (a) Describe a comprehensive and coordinated strategy that emphasizes all relevant areas of prevention, education, treatment and law enforcement;
    - (b) Review existing programs and recommend the development of new programs, as necessary;
    - (c) Recommend ways to improve the coordination of the activities of all appropriate federal, State and local government agencies, private community service agencies, and the business sector; and
    - (d) Aim to assure the cost effective expenditure of State, local and federal funds.
  - (2) The Commission shall prepare and submit to the Governor a revised updated plan each September 30. Copies of the annual plan shall also be made available to the members of the General Assembly and disseminated to the general public. The annual plan shall report:
    - (a) The level of drug and alcohol abuse and drug-related crime and violence in Maryland; and
    - (b) The effectiveness of efforts to prevent, treat, and control drug and alcohol abuse and drug-related crime and violence.
- F. In the plan, the Commission shall provide for:
- (1) A centralized drug and alcohol abuse information center that will collect, store and analyze data relating to drug and alcohol abuse, and that will distribute such information to federal, State and local government agencies; and
  - (2) The prevention and control of illegal drug activities and drug and alcohol abuse to be researched, evaluated and analyzed from a policy standpoint.
- G. The Commission shall consult, on a continuous basis, with representatives of local governments and the private sector to assure the coordination of State, local and private resources in preparing its plan. To that effect, the Commission shall meet with the regional and county core groups responsible for coordination efforts.
- H. The Commission shall consult with:
- (1) The Juvenile Justice Advisory Council;

## EXECUTIVE ORDERS

- (2) The Governor's Advisory Board for Justice Administration;
  - (3) The Maryland State Department of Education Drug and Alcohol Abuse Prevention and Education Program Advisory Council;
  - (4) The Governor's Executive Advisory Council;
  - (5) The State Advisory Council of Drug and Alcohol Abuse;
  - (6) The Governor's Prescription Drug Commission;
  - (7) The Governor's Youth Drug and Alcohol Abuse Commission;
  - (8) The Governor's Office of Justice Assistance;
  - (9) Governor's Sub-Cabinet on Children, Youth and Families; and
  - (10) The Governor's Advisory Council on AIDS.
- I. The Executive Director of the Commission shall be named by the Governor, and shall be assisted by no less than one member from each department and agency whose head serves on the Commission.
- J. The expenses of the Commission shall be met through the operating budgets of the Executive Office of the Governor and departments and agencies whose heads serve on the Commission, including any federal funds available for the purpose of administering federal grant programs.
- K. The Commission shall meet with State departments, agencies, boards, commissions, or other units of State government to ensure the implementation of the strategies and recommendations contained in the Maryland Drug and Alcohol Abuse Control Plan. These agencies shall cooperate to the fullest extent possible in implementing the Plan and shall provide information needed by the Commission in fulfilling its mandate under this Executive Order. The Commission may also request and receive information and assistance from any other branch of State and local government, the federal government, and the private sector.

---

### EXECUTIVE ORDER OF SEPTEMBER 5, 1991

01.01.1991.28

#### Maryland Greenways Commission

(Amends 01.01.1991.24)

WHEREAS, The Maryland Greenways Commission was established by Executive Order 01.01.1991.24 on July 19, 1991, to promote several quality of life and environmental objectives; and

WHEREAS, It is in the interest of the Commission that the Secretary of Natural Resources, Secretary of Transportation, and the Director of the Maryland Office of

WILLIAM DONALD SCHAEFER, Governor

Planning serve as regular members of the Commission, and be subject to all membership responsibilities thereto pertaining; and

WHEREAS, It is in the interest of the Commission that funding for capital projects, staffing and budgetary support derive from all available sources, and not be required to originate primarily from any specific sources; and

WHEREAS, It is in the interest of the Commission that other minor amendments be made to the Executive Order establishing the Commission,

NOW, THEREFORE, I, WILLIAM DONALD SCHAEFER, GOVERNOR OF THE STATE OF MARYLAND, BY VIRTUE OF THE AUTHORITY VESTED IN ME BY THE CONSTITUTION AND LAWS OF MARYLAND, HEREBY AMEND EXECUTIVE ORDER 01.01.1991.24 AND PROCLAIM THE FOLLOWING EXECUTIVE ORDER, EFFECTIVE IMMEDIATELY:

A. The Commission. There is a Maryland Greenways Commission.

B. Membership and Procedures.

- (1) The Commission shall consist of up to 25 members appointed by the Governor. The membership of the Commission should reflect a cross section of greenway interests and the geographic diversity of the State and include representation from:
  - (a) Elected local officials;
  - (b) Local parks, planning, and environmental agencies;
  - (c) Environmental, agricultural, and recreational interest organizations;
  - (d) Business, real estate, and economic development organizations; and
  - (e) The general public.
- (2) The Secretary of Natural Resources, Secretary of Transportation, and the Director of the Maryland Office of Planning shall serve as [ex-officio] members of the Commission.
- (3) The Governor shall appoint the Chairperson of the Commission.
- (4) The Governor may remove any member of the Commission for any cause adversely affecting the member's ability or willingness to perform his or her duties.
- (5) In the event of a vacancy, the Governor shall appoint a successor.
- (6) A majority of the Commission shall constitute a quorum for the transaction of any business. The Commission may adopt other procedures necessary to ensure the orderly transaction of business.

## EXECUTIVE ORDERS

- (7) The members of the Commission may not receive compensation for their services.

### C. Duties and Responsibilities of State Agencies.

- (1) The Department of Natural Resources shall be the primary State agency responsible for the planning and coordination for greenways implementation. [Primary funding for capital projects recommended by the Commission shall come from the Department's Program Open Space. The Department shall provide budgetary and staff support for the Commission.]
- (2) All State agencies shall cooperate with the objectives of the greenways program as the agencies carry out their normal functions. The following State agencies shall designate a liaison to the Greenways Commission to serve as the coordinator of greenway-related activities and primary contact for the Commission:
  - (a) Department of Agriculture;
  - (b) Department of Economic and Employment Development;
  - (c) Department of Education;
  - (d) Department of the Environment;
  - (e) Department of General Services;
  - (f) Department of Health and Mental Hygiene;
  - (g) Department of Juvenile Services;
  - (h) Department of Public Safety and Correctional Services; and
  - (i) Executive Department.
- (3) The Departments of Natural Resources and Transportation shall each establish an agency coordinating task group, with membership drawn from each department's constituent units, to ensure that greenways objectives are promoted [in all agency actions]. Other State agencies may form similar task groups as appropriate.

### C. Scope of Commission.

- (1) The Commission shall direct the implementation of the recommendations of the June 1990 Report to the Governor, entitled "Maryland Greenways...A Naturally Better Idea".
- (2) The Commission shall ensure that executive agencies of the State cooperate with the objectives of the greenways program, including:

WILLIAM DONALD SCHAEFER, Governor

- (a) Incorporation of greenway protection and promotion into capital project design and land management programs and inclusion of necessary budgetary resources to accommodate greenways' needs in these programs; and
  - (b) Incorporation of the greenways program into the State Land Preservation and Recreation Plan to ensure funding eligibility under Program Open Space and the Federal Land and Water Conservation Fund.
- (3) The Commission shall explore creative means for adding lands to the State's greenways network, including consideration of appropriate incentives to encourage the participation of private and quasi-public landowners such as land trusts, industry, surface mining, and farm operators.
- (4) The Commission shall encourage local governments to take necessary budgetary action and to coordinate activities in a way to further the implementation of a greenways network in their jurisdictions, including:
- (a) Development of greenways elements for their open space and recreation plans in order that local greenways projects will be eligible for funding under Program Open Space and the Federal Land and Water Conservation Fund;
  - (b) Development of necessary legal and administrative tools to ensure that local needs are reflected in State plans and programs; and
  - (c) Designation of local greenway coordinators to work with the Commission and Department of Natural Resources staff.
- (5) The Commission shall work with and maintain an active outreach program with private nonprofit conservation organizations, grassroots interests, and the general public to advance greenways implementation.
- (6) The Commission shall cooperate with representatives of other states, federal agencies, local governments, regional organizations, and private interests in the preservation and development of interstate greenways, particularly along the Potomac River.
- (7) By December 1 of each year, the Commission shall submit an annual report on its findings to the Governor, including recommendations for any legislative, administrative, or other change the Commission deems necessary to further the development of a statewide greenway network.
-

EXECUTIVE ORDERS

EXECUTIVE ORDER OF SEPTEMBER 12, 1991

01.01.1991.29

Governor's Commission on Efficiency and Economy in Government

WHEREAS, State government aspires to provide necessary services to all Marylanders as effectively and economically as possible; and

WHEREAS, The financial ability of the State to provide such services has been slowly eroding, forcing the cessation of some programs and the termination of employees; and

WHEREAS, The budget for Fiscal Year 1992 has been reduced by 3300 positions and the portion of monies allocated for general government is smaller than it was in Fiscal Year 1990; and

WHEREAS, Despite this downsizing, State government faces a massive shortfall of revenues for Fiscal Year 1992 and beyond; and

WHEREAS, The size of the shortfall is projected to grow through the year 2000, indicating the existence of a structural problem whereby current and projected tax revenues are unable to fund all of the programs and services Marylanders have come to expect; and

WHEREAS, The economic climate of the State demands that innovations in efficient operations and economy be explored;

NOW, THEREFORE, I, WILLIAM DONALD SCHAEFER, GOVERNOR OF THE STATE OF MARYLAND, BY VIRTUE OF THE AUTHORITY VESTED IN ME BY THE CONSTITUTION AND LAWS OF MARYLAND, HEREBY PROCLAIM THE FOLLOWING EXECUTIVE ORDER, EFFECTIVE IMMEDIATELY:

- A. There is a Governor's Commission on Efficiency and Economy in State government.
- B. Membership and Procedures.
  - (1) The Commission shall consist of 12 members appointed by the Governor.
  - (2) The Governor shall appoint the Chairperson from the members of the Commission.
  - (3) The Governor may remove any member of the Commission for any cause adversely affecting the member's ability to perform his or her duties.
  - (4) In the event of a vacancy on the Commission, the Governor shall appoint a successor.

WILLIAM DONALD SCHAEFER, Governor

- (5) A majority of the Commission shall constitute a quorum for the transaction of any business. The Commission may adopt such other procedures necessary to ensure the orderly transaction of business.
  - (6) The Chairperson may appoint subcommittees as necessary to study specific issues of the Commission.
  - (7) The members of the Commission may not receive compensation for their services. Members may be reimbursed for their reasonable expenses incurred in the performance of their duties, in accordance with the standard travel regulations as provided in the State budget.
  - (8) Necessary staff support shall be provided to the Commission by the Executive Branch.
- C. Scope of the Commission. The Commission on Efficiency and Economy in Government shall advise and assist the Governor and the citizens of Maryland in the following areas:
- (1) Conduct a review of State programs and operations and recommend to the Governor the elimination or downsizing of those programs which the State should no longer finance;
  - (2) Conduct a review of management practices in State agencies and recommend methods for streamlining decision making and improving operational efficiency; and
  - (3) Examine and analyze staffing patterns of State agencies and recommend changes where deemed necessary, including the elimination of wasteful practices and duplication of services.
- D. All State agencies under the Executive Department are authorized and required to provide all information and support as deemed by the Commission in order to carry out its charge and make its recommendations.
- E. Reports to the Governor.
- (1) The Commission shall complete its survey and forward a preliminary report to the Governor no later than December 2, 1991.
  - (2) The Commission shall forward an interim progress report by April 1, 1992.
  - (3) Other reports will be forwarded to the Governor as deemed appropriate by the Commission Chair.
-

EXECUTIVE ORDERS

EXECUTIVE ORDER OF SEPTEMBER 20, 1991

01.01.1991.30

Convening the General Assembly of Maryland in  
Extraordinary Session at Annapolis, Maryland  
on Wednesday, September 25, 1991

WHEREAS, The Constitution of the United States requires that the U. S. House of Representatives be reapportioned every ten years; and

WHEREAS, Pursuant to P.L. 94-171, precinct population counts for Maryland's twenty-three counties and Baltimore City were made available by the United States Bureau of the Census to the State of Maryland on April 1, 1991; and

WHEREAS, These population counts now require Maryland to redistrict in order to meet the Constitutional mandate of equal representation (one person, one vote) in Congressional districts; and

WHEREAS, The date for the primary election in Maryland for members of the United States House of Representatives has been established as the first Tuesday in March, or March 3, 1992; and

WHEREAS, Because of administrative and procedural scheduling concerns in advance of the date of the primary, including filing deadlines for candidates for Congress, it is not possible to delay consideration of congressional redistricting to the 1992 Regular Session of the General Assembly; and

WHEREAS, Such administrative and procedural scheduling concerns necessitate the convening of an extraordinary session of the General Assembly for the purpose of enacting a plan for congressional redistricting to be in effect for the March 3, 1992, primary election;

NOW, THEREFORE, I, WILLIAM DONALD SCHAEFER, GOVERNOR OF THE STATE OF MARYLAND, BY VIRTUE OF THE AUTHORITY VESTED IN ME BY ARTICLE II, SECTION 16 OF THE CONSTITUTION OF MARYLAND, HEREBY PROCLAIM AND CONVENE A SPECIAL AND EXTRAORDINARY SESSION OF THE GENERAL ASSEMBLY OF MARYLAND TO COMMENCE AT 11:00 A.M. ON WEDNESDAY, SEPTEMBER 25, 1991, IN THE STATE CAPITAL IN THE CITY OF ANNAPOLIS FOR THE PURPOSE OF ENACTING A PLAN FOR CONGRESSIONAL REDISTRICTING.

---



WILLIAM DONALD SCHAEFER, Governor  
**EXECUTIVE ORDER OF OCTOBER 2, 1991**

01.01.1991.31

The Governor's Drug and Alcohol Abuse Commission

(Amends 01.01.1991.27)

WHEREAS, The Governor's Drug and Alcohol Abuse Commission was created by Executive Order 01.01.1989.04 on February 2, 1989, to develop a comprehensive and coordinated strategy to reduce illegal drug use and alcohol and drug abuse through innovative, more effective and less duplicative prevention, education, treatment, and law enforcement at all levels of government; and

WHEREAS, The structure of the Commission was amended by Executive Order 01.01.1990.07 on May 19, 1989, and Executive Order 01.01.1990.12 on August 6, 1990, to expand the Commission membership, and rescinded by Executive Order 01.01.1991.27 on August 26, 1991, to reorganize the Commission; and

WHEREAS, The Commission has been successful in identifying and implementing strategies to prevent and control substance abuse, which feature broad-based community efforts and direct citizen involvement including prevention, education, treatment, and law enforcement activities; and

WHEREAS, While surveys indicate drug abuse is declining in Maryland, Maryland is now confronted by a rising incidence of drug-related crime and violence that threatens the safety and well-being of all Marylanders; and

WHEREAS, Strategies must be developed that include long-term approaches that focus on reducing drug-related crime and violence, and emphasize underage drinking and adult alcohol abuse through prevention and education activities; and

WHEREAS, Additional representation has been identified to carry out the expanded role of the Commission and certain reporting and organizational changes have been recommended to implement this reorganization; and

NOW, THEREFORE, I, WILLIAM DONALD SCHAEFER, GOVERNOR OF THE STATE OF MARYLAND, BY VIRTUE OF THE AUTHORITY VESTED IN ME BY THE CONSTITUTION AND LAWS OF MARYLAND, HEREBY AMEND EXECUTIVE ORDER 01.01.1991.27, AND PROCLAIM THE FOLLOWING EXECUTIVE ORDER, EFFECTIVE IMMEDIATELY:

- A. Within the Executive Office of the Governor, there is a Governor's Drug and Alcohol Abuse Commission.
- B. The Commission consists of the following individuals:
  - (1) The Attorney General;
  - (2) The Secretary of Human Resources;
  - (3) The Secretary of Natural Resources;

## EXECUTIVE ORDERS

- (4) The Secretary of Public Safety and Correctional Services;
- (5) The State Superintendent of Schools;
- (6) The Secretary of the Higher Education Commission;
- (7) The Secretary of Transportation;
- (8) The Secretary of Juvenile Services;
- (9) The Secretary of Health and Mental Hygiene;
- (10) The Secretary of Personnel;
- (11) The Special Secretary for Children, Youth and Families;
- (12) Members of the Governor's staff;
- (13) The Secretary of Housing and Community Development;
- (14) THE SECRETARY OF BUDGET AND FISCAL PLANNING;
- (15) THE SECRETARY OF ECONOMIC AND EMPLOYMENT DEVELOPMENT;
- [(14)](16) Two members of the Senate appointed by the President of the Senate;
- [(15)](17) Two members of the House of Delegates appointed by the Speaker of the House;
- [(16)](18) The Public Defender;
- [(17)](19) One representative of the Circuit Court of Maryland, nominated by the Chief Judge of the Court of Appeals;
- [(18)](20) One representative of the State's Attorneys' Association, nominated by the Association;
- [(19)](21) One representative of the Chiefs of Police Association, nominated by the Association;
- [(20)](22) One representative of the Maryland Sheriffs' Association, nominated by the Association;
- [(21)](23) One representative of the Maryland Association of County Health Officers, nominated by the Association;
- [(22)](24) One representative of the Maryland Prevention Coordinators Network, nominated by the organization;
- [(23)](25) One representative of the Public School Superintendents Association of Maryland, nominated by the Association; and

WILLIAM DONALD SCHAEFER, Governor

[(24)](26) [Ten] TWENTY-FIVE public members with knowledge or experience in some aspect of drug and alcohol abuse prevention and control who shall be appointed by an serve at the pleasure of the Governor;

- C. Chairmanship of the Commission. The Governor shall appoint a Chair and [four] SIX Vice Chairs from the members.
- (1) There will be Vice Chair for Health;
  - (2) There will be Vice Chair for Prevention;
  - (3) There will be a Vice Chair for Crime Control; [and]
  - (4) There will be a Vice Chair for Administration;
  - (5) THERE WILL BE A VICE CHAIR FOR EMPLOYMENT; AND
  - (6) THERE WILL BE A VICE CHAIR FOR EDUCATION.
- D. The Commission will submit a special report to the Governor by [June 30, 1992] SEPTEMBER 30, 1992, detailing recommendations to reduce drug-related crime and violence.
- (1) The Commission shall appoint a special committee composed of appropriate State and local representatives with experience and interest in drug-related crime and violence; and
  - (2) The Commission shall examine drug-related crime and violence data statewide and shall conduct public hearings in those jurisdictions that show significant increases in drug-related crime and violence.
- E. The Commission shall prepare and submit to the Governor an annual report on the status of reducing illegal drug-related activities and drug and alcohol abuse in Maryland.
- (1) The plan shall:
    - (a) Describe a comprehensive and coordinated strategy that emphasizes all relevant areas of prevention, education, treatment and law enforcement;
    - (b) Review existing programs and recommend the development of new programs, as necessary;
    - (c) Recommend ways to improve the coordination of the activities of all appropriate federal, State and local government agencies, private community service agencies, and the business sector; and
    - (d) Aim to assure the cost effective expenditure of State, local and federal funds.

## EXECUTIVE ORDERS

- (2) The Commission shall prepare and submit to the Governor a revised updated plan each September 30. Copies of the annual plan shall also be made available to the members of the General Assembly and disseminated to the general public. The annual plan shall report:
  - (a) The level of drug and alcohol abuse and drug-related crime and violence in Maryland; and
  - (b) The effectiveness of efforts to prevent, treat, and control drug and alcohol abuse and drug-related crime and violence.
- F. In the plan, the Commission shall provide for:
  - (1) A centralized drug and alcohol abuse information center that will collect, store and analyze data relating to drug and alcohol abuse, and that will distribute such information to federal, State and local government agencies; and
  - (2) The prevention and control of illegal drug activities and drug and alcohol abuse to be researched, evaluated and analyzed from a policy standpoint.
- G. The Commission shall consult, on a continuous basis, with representatives of local governments and the private sector to assure the coordination of State, local and private resources in preparing its plan. To that effect, the Commission shall meet with the regional and county core groups responsible for coordination efforts.
- H. The Commission shall consult with:
  - (1) The Juvenile Justice Advisory Council;
  - (2) The Governor's Advisory Board for Justice Administration;
  - (3) The Maryland State Department of Education Drug and Alcohol Abuse Prevention and Education Program Advisory Council;
  - (4) The Governor's Executive Advisory Council;
  - (5) The State Advisory Council of Drug and Alcohol Abuse;
  - (6) The Governor's Prescription Drug Commission;
  - (7) The Governor's Youth Drug and Alcohol Abuse Commission;
  - (8) The Governor's Office of Justice Assistance;
  - (9) Governor's Sub-Cabinet on Children, Youth and Families; and
  - (10) The Governor's Advisory Council on AIDS.
- I. The Executive Director of the Commission shall be named by the Governor, and shall be assisted by no less than one member from each department and agency whose head serves on the Commission.

WILLIAM DONALD SCHAEFER, Governor

- J. The expenses of the Commission shall be met through the operating budgets of the Executive Office of the Governor and departments and agencies whose heads serve on the Commission, including any federal funds available for the purpose of administering federal grant programs.
- K. The Commission shall meet with State departments, agencies, boards, commissions, or other units of State government to ensure the implementation of the strategies and recommendations contained in the Maryland Drug and Alcohol Abuse Control Plan. These agencies shall cooperate to the fullest extent possible in implementing the Plan and shall provide information needed by the Commission in fulfilling its mandate under this Executive Order. The Commission may also request and receive information and assistance from any other branch of State and local government, the federal government, and the private sector.

---

EXECUTIVE ORDER OF OCTOBER 15, 1991

01.01.1991.32

Young Fathers Program, Transfer of Functions from the Department  
of Human Resources to the Department of Economic and  
Employment Development

WHEREAS, The State of Maryland Department of Human Resources has been designated by the Governor to administer the Young Fathers Program in conjunction with certain other employment and training programs in the State; and

WHEREAS, Certain functions of the JOBS Program and the Food Stamp Employment and Training Program have previously been transferred from the Department of Human Resources to the Department of Economic and Employment Development pursuant to Executive Order 01.01.1989.09 dated June 9, 1989, in order to enable the Department of Human Resources to focus on human resource support services, and to enable the Department of Economic and Employment Development to build upon its existing employment and training systems for the delivery of services; and

WHEREAS, A transfer of the Young Fathers Program from the Department of Human Resources to the Department of Economic and Employment Development will promote both the Young Fathers Program itself and existing employment and training systems within the Department of Economic and Employment Development; and

WHEREAS, It is recognized that such change of management will not have an adverse effect on the programs or the permanent employees of the Department of Human Resources now providing services under the Young Fathers Program; and

WHEREAS, The Governor has the power under Article II, Section 24 of the Maryland Constitution and Section 8-301 of the State Government Article of the Annotated Code of Maryland to order, not inconsistent with law, the reallocation of functions, powers, and duties among the departments, offices, agencies, and instrumentalities

## EXECUTIVE ORDERS

of the Executive Branch as he may deem necessary and desirable;

NOW, THEREFORE, I, WILLIAM DONALD SCHAEFER, GOVERNOR OF THE STATE OF MARYLAND, BY VIRTUE OF THE AUTHORITY VESTED IN ME BY THE CONSTITUTION AND LAWS OF MARYLAND, HEREBY PROCLAIM THE FOLLOWING EXECUTIVE ORDER, EFFECTIVE IMMEDIATELY:

- A. The administration of the Young Fathers Program is under the Department of Economic and Employment Development.
- B. All classified employees transferred between the departments pursuant to the Executive Order shall, as a result of the transfer of the Young Fathers Program:
  - (1) Not experience any change or loss of rights or status;
  - (2) Retain their merit system and retirement system status;
  - (3) Not suffer any diminution of salary, rate of earned leave, accrued leave, or seniority rights and status; and
  - (4) Not be subject to further examination, qualification, or probationary period.
- C. The Departments of Economic and Employment Development and Human Resources shall take the necessary steps to transfer the functions and responsibilities of the Young Fathers Program to the Department of Economic and Employment Development. Such actions shall include:
  - (1) The transfer of appropriate positions.
  - (2) The transfer of equipment and furniture associated with the transferred positions.
  - (3) The transfer of appropriate records and accounts.
  - (4) The transfer of all funds necessary for the operation of the Young Fathers Program.
  - (5) The furnishing of information to the appropriate government agencies and the public concerning the transfer of responsibilities and functions pursuant to this Executive Order.
  - (6) The audit and close-out of all records and accounts pertaining to the Young Fathers Program in the current year by the Department of Human Resources.
- D. The Secretary of Economic and Employment Development, working in cooperation with the Secretary of Human Resources, or their designees, shall be responsible for the management of the transition.

WILLIAM DONALD SCHAEFER, Governor

- E. This Executive Order applies to all actions taken after July 1, 1991, in furtherance of the transition of the Young Fathers Program.
-





WILLIAM DONALD SCHAEFER, Governor

EXECUTIVE ORDERS 1990-1991 — INDEX

A

**Administrative Agencies, State --**

Administrative Procedure Act, Commission to Revise the, created .....	01.01.1991.25	p.55
Efficiency and Economy in Government, Governor's Commission on, created .....	01.01.1991.29	p.68
Energy Management, Governor's Subcabinet for, created .....	01.01.1991.04	p.6
Regulatory review and evaluation, implementation provisions amended .....	01.01.1991.06	p.17
Reproduction by State agencies of original multipage documents to be done using both sides of a sheet of paper .....	01.01.1991.20	p.45
State emergency management policy established, including provisions for an emergency operations plan and a rapid response team .....	01.01.1991.02	p.1
Unemployment insurance, transfer of administrative hearings for contested cases from the Department of Economic and Employment Development to the Office of Administrative Hearings, exemption extended .....	01.01.1991.18	p.40

**Administrative Procedure Act --**

Administrative Procedure Act, Commission to Revise the, created .....	01.01.1991.25	p.55
---	---------------	------

**Alcoholic Beverages --**

Drug and Alcohol Abuse Commission, Governor's - Membership enlarged, reporting deadline extended, and organizational changes made .....	01.01.1991.31	p.71
Reorganized to expand its focus to include drug-related crime and violence, underage drinking, and adult alcohol abuse .....	01.01.1991.27	p.60
Substance abuse policy for State employees, revised policy adopted .....	01.01.1991.16	p.34

**Alcoholism --**

Drug and Alcohol Abuse Commission, Governor's - Membership enlarged, reporting deadline extended, and organizational changes made .....	01.01.1991.31	p.71
Reorganized to expand its focus to include drug-related crime and violence, underage drinking, and adult alcohol abuse .....	01.01.1991.27	p.60

**Alimony --**

Family Law, Governor's Task Force on, created; report required .....	01.01.1991.03	p.4
--	---------------	-----

## EXECUTIVE ORDERS

### **Annotated Code of Maryland --**

Administrative Procedure Act, Commission to Revise the, created .....	01.01.1991.25	p.55
--	---------------	------

### B

#### **Boundaries --**

Extraordinary session of the General Assembly to enact a plan for congressional redistricting, convening on September 25, 1991 .....	01.01.1991.30	p.70
--	---------------	------

#### **Budgets --**

Extraordinary session of the General Assembly to address the revenue shortfall in the FY 1991 budget, convening on July 26, 1991 .....	01.01.1991.17	p.39
--	---------------	------

### C

#### **Committees and Commissions --**

Administrative Procedure Act, Commission to Revise the, created .....	01.01.1991.25	p.55
--	---------------	------

Cancer Control, State Council on, created .....	01.01.1991.22	p.48
---	---------------	------

Drug and Alcohol Abuse Commission, Governor's - Membership enlarged, reporting deadline extended, and organizational changes made .....	01.01.1991.31	p.71
---	---------------	------

Reorganized to expand its focus to include drug-related crime and violence, underage drinking, and adult alcohol abuse .....	01.01.1991.27	p.60
--	---------------	------

Efficiency and Economy in Government, Governor's Commission on, created .....	01.01.1991.29	p.68
--	---------------	------

Family Law, Governor's Task Force on, created; report required .....	01.01.1991.03	p.4
---	---------------	-----

Greenways Commission, Maryland - Created .....	01.01.1991.24	p.52
---	---------------	------

Membership, funding, staffing, and budgetary support provisions amended .....	01.01.1991.28	p.64
--	---------------	------

HIV Prevention and Treatment, Governor's Council on, created .....	01.01.1991.21	p.46
---	---------------	------

Judicial Nominating Commission, Appellate, membership increased; Trial Courts Judicial Nominating Commissions, number of Commission Districts increased .....	01.01.1991.05	p.8
---	---------------	-----

Prescription Drug Commission, Governor's, membership altered .....	01.01.1991.26	p.57
---	---------------	------

#### **Congress, U. S. --**

Extraordinary session of the General Assembly to enact a plan for congressional redistricting, convening on September 25, 1991 .....	01.01.1991.30	p.70
--	---------------	------

#### **Conservation --**

Reproduction by State agencies of original multipage documents to be done using both sides of a sheet of paper .....	01.01.1991.20	p.45
---	---------------	------

WILLIAM DONALD SCHAEFER, Governor

**Courts - General --**

Judicial Nominating Commission, Appellate, membership increased; Trial Courts Judicial Nominating Commissions, number of Commission Districts increased 01.01.1991.05 p.8

**Crimes and Punishments --**

Drug and Alcohol Abuse Commission, Governor's, reorganized to expand its focus to include drug-related crime and violence, underage drinking, and adult alcohol abuse 01.01.1991.27 p.60

D

**Diseases --**

Cancer Control, State Council on, created 01.01.1991.22 p.48

HIV Prevention and Treatment, Governor's Council on, created 01.01.1991.21 p.46

**Divorce --**

Family Law, Governor's Task Force on, created; report required 01.01.1991.03 p.4

**Drugs --**

Drug and Alcohol Abuse Commission, Governor's - Membership enlarged, reporting deadline extended, and organizational changes made 01.01.1991.31 p.71

Reorganized to expand its focus to include drug-related crime and violence, underage drinking, and adult alcohol abuse 01.01.1991.27 p.60

Prescription Drug Commission, Governor's, membership altered 01.01.1991.26 p.57

Substance abuse policy for State employees, revised policy adopted 01.01.1991.16 p.34

E

**Economic and Employment Development, Department of --**

Unemployment insurance, transfer of administrative hearings for contested cases from the Department of Economic and Employment Development to the Office of Administrative Hearings, exemption extended 01.01.1991.18 p.40

Young Fathers Program, transferred from Human Resources Department to Department of Economic and Employment Development 01.01.1991.32 p.75

**Elections --**

Extraordinary session of the General Assembly to enact a plan for congressional redistricting, convening on September 25, 1991 01.01.1991.30 p.70

**Emergencies --**

State emergency management policy established, including provisions for an emergency operations plan and a rapid response team 01.01.1991.02 p.1

## EXECUTIVE ORDERS

### Energy Matters --

Energy Management, Governor's Subcabinet for, created . 01.01.1991.04 p.6

### Environmental Matters --

Greenways Commission, Maryland -

Created ..... 01.01.1991.24 p.52

Membership, funding, staffing, and budgetary support provisions amended ..... 01.01.1991.28 p.64

### Exemptions --

Unemployment insurance, transfer of administrative hearings for contested cases from the Department of Economic and Employment Development to the Office of Administrative Hearings, exemption extended ..... 01.01.1991.18 p.40

## F

### Family Law --

Family Law, Governor's Task Force on, created; report required ..... 01.01.1991.03 p.4

Young Fathers Program, transferred from Human Resources Department to Department of Economic and Employment Development ..... 01.01.1991.32 p.75

### Forests and Parks --

Greenways Commission, Maryland -

Created ..... 01.01.1991.24 p.52

Membership, funding, staffing, and budgetary support provisions amended ..... 01.01.1991.28 p.64

## G

### General Assembly --

Extraordinary session to address the revenue shortfall in the FY 1991 budget, convening on July 26, 1991 ..... 01.01.1991.17 p.39

Extraordinary session to enact a plan for congressional redistricting, convening on September 25, 1991 ..... 01.01.1991.30 p.70

## H

### Health --

Cancer Control, State Council on, created ..... 01.01.1991.22 p.48

HIV Prevention and Treatment, Governor's Council on, created ..... 01.01.1991.21 p.46

### Hearings --

Unemployment insurance, transfer of administrative hearings for contested cases from the Department of Economic and Employment Development to the Office of Administrative Hearings, exemption extended ..... 01.01.1991.18 p.40

WILLIAM DONALD SCHAEFER, Governor

**Human Resources, Department of --**

Young Fathers Program, transferred from Human Resources Department to Department of Economic and Employment Development ..... 01.01.1991.32 p.75

J

**Judges --**

Judicial Nominating Commission, Appellate, membership increased; Trial Courts Judicial Nominating Commissions, number of Commission Districts increased ..... 01.01.1991.05 p.8

N

**Natural Resources --**

Greenways Commission, Maryland -  
Created ..... 01.01.1991.24 p.52  
Membership, funding, staffing, and budgetary support provisions amended ..... 01.01.1991.28 p.64

P

**Personnel, Department of --**

Work Week of 40 Hours for State Employees -  
Established ..... 01.01.1991.01 p.1  
Implementation date altered ..... 01.01.1991.19 p.44  
Implementation delayed ..... 01.01.1991.15 p.33

**Printing --**

Reproduction by State agencies of original multipage documents to be done using both sides of a sheet of paper ..... 01.01.1991.20 p.45

**Prisoners --**

Commutation of Sentence Given for an Offense Committed Under the Influence of the Battered Spouse Syndrome -  
Arlene Ellis ..... 01.01.1991.08 p.25  
Bernadette Barnes ..... 01.01.1991.11 p.28  
Eleanor E. Crabtree ..... 01.01.1991.14 p.32  
Joyce Mae Steiner ..... 01.01.1991.10 p.27  
Juanita Irene Stinson ..... 01.01.1991.12 p.30  
Marie Elizabeth Lake ..... 01.01.1991.23 p.51  
Mytokia Friend ..... 01.01.1991.09 p.26  
Patricia Ann Washington ..... 01.01.1991.13 p.31  
Virginia Julia Johnson ..... 01.01.1991.07 p.24

**Program Open Space --**

Greenways Commission, Maryland -  
Created ..... 01.01.1991.24 p.52  
Membership, funding, staffing, and budgetary support provisions amended ..... 01.01.1991.28 p.64

## EXECUTIVE ORDERS

### Publications --

Reproduction by State agencies of original multipage documents to be done using both sides of a sheet of paper	01.01.1991.20 p.45
--	--------------------

## R

### Reapportionment --

Extraordinary session of the General Assembly to enact a plan for congressional redistricting, convening on September 25, 1991 .....	01.01.1991.30 p.70
--	--------------------

### Recreation --

Greenways Commission, Maryland - Created .....	01.01.1991.24 p.52
Membership, funding, staffing, and budgetary support provisions amended .....	01.01.1991.28 p.64

### Recycling --

Energy Management, Governor's Subcabinet for, created .	01.01.1991.04 p.6
---	-------------------

### Reports --

Drug and Alcohol Abuse Commission, Governor's, membership enlarged, reporting deadline extended, and organizational changes made .....	01.01.1991.31 p.71
Family Law, Governor's Task Force on, created; report required .....	01.01.1991.03 p.4
Regulatory review and evaluation, implementation provisions amended .....	01.01.1991.06 p.17

### Rules and Regulations --

Regulatory review and evaluation, implementation provisions amended .....	01.01.1991.06 p.17
---	--------------------

## S

### Sentences --

Commutation of Sentence Given for an Offense Committed Under the Influence of the Battered Spouse Syndrome - Arlene Ellis .....	01.01.1991.08 p.25
Bernadette Barnes .....	01.01.1991.11 p.28
Eleanor E. Crabtree .....	01.01.1991.14 p.32
Joyce Mae Steiner .....	01.01.1991.10 p.27
Juanita Irene Stinson .....	01.01.1991.12 p.30
Marie Elizabeth Lake .....	01.01.1991.23 p.51
Mytokia Friend .....	01.01.1991.09 p.26
Patricia Ann Washington .....	01.01.1991.13 p.31
Virginia Julia Johnson .....	01.01.1991.07 p.24

### State Employees --

Substance abuse policy for State employees, revised policy adopted .....	01.01.1991.16 p.34
Work Week of 40 Hours for State Employees - Established .....	01.01.1991.01 p.1
Implementation date altered .....	01.01.1991.19 p.44

## WILLIAM DONALD SCHAEFER, Governor

Implementation delayed .....	01.01.1991.15	p.33
Young Fathers Program, transferred from Human Resources Department to Department of Economic and Employment Development .....	01.01.1991.32	p.75
<b>Support of Dependents --</b>		
Family Law, Governor's Task Force on, created; report required .....	01.01.1991.03	p.4

## U

### Unemployment --

Unemployment insurance, transfer of administrative hearings for contested cases from the Department of Economic and Employment Development to the Office of Administrative Hearings, exemption extended .....	01.01.1991.18	p.40
---	---------------	------

## V

### Victims --

Commutation of Sentence Given for an Offense Committed Under the Influence of the Battered Spouse Syndrome -		
Arlene Ellis .....	01.01.1991.08	p.25
Bernadette Barnes .....	01.01.1991.11	p.28
Eleanor E. Crabtree .....	01.01.1991.14	p.32
Joyce Mae Steiner .....	01.01.1991.10	p.27
Juanita Irene Stinson .....	01.01.1991.12	p.30
Marie Elizabeth Lake .....	01.01.1991.23	p.51
Mytokia Friend .....	01.01.1991.09	p.26
Patricia Ann Washington .....	01.01.1991.13	p.31
Virginia Julia Johnson .....	01.01.1991.07	p.24

## W

### Women --

Commutation of Sentence Given for an Offense Committed Under the Influence of the Battered Spouse Syndrome -		
Arlene Ellis .....	01.01.1991.08	p.25
Bernadette Barnes .....	01.01.1991.11	p.28
Eleanor E. Crabtree .....	01.01.1991.14	p.32
Joyce Mae Steiner .....	01.01.1991.10	p.27
Juanita Irene Stinson .....	01.01.1991.12	p.30
Marie Elizabeth Lake .....	01.01.1991.23	p.51
Mytokia Friend .....	01.01.1991.09	p.26
Patricia Ann Washington .....	01.01.1991.13	p.31
Virginia Julia Johnson .....	01.01.1991.07	p.24

## EXECUTIVE ORDERS

### Work, Labor and Employment --

Substance abuse policy for State employees, revised policy adopted .....	01.01.1991.16	p.34
Work Week of 40 Hours for State Employees -		
Established .....	01.01.1991.01	p.1
Implementation date altered .....	01.01.1991.19	p.44
Implementation delayed .....	01.01.1991.15	p.33

### Y

### Youth --

Young Fathers Program, transferred from Human Resources Department to Department of Economic and Employment Development .....	01.01.1991.32	p.75
---	---------------	------





